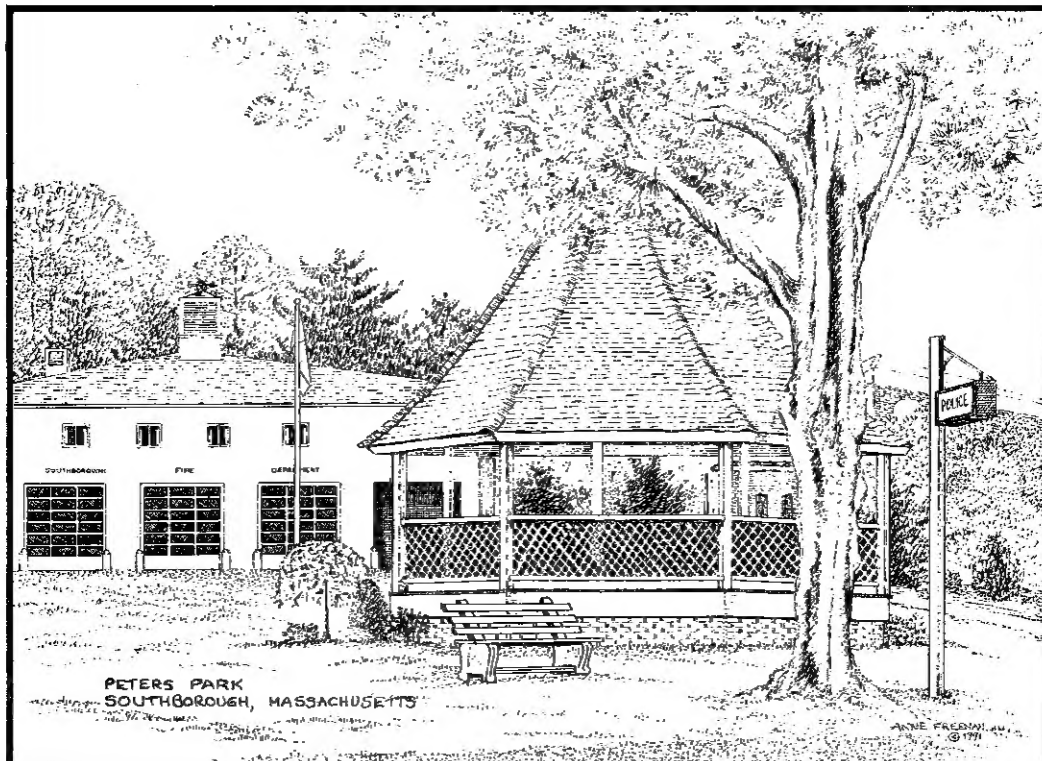


One Hundred And Seventeenth

ANNUAL REPORT

Town Of

Southborough, Massachusetts



YR FIVE 1917

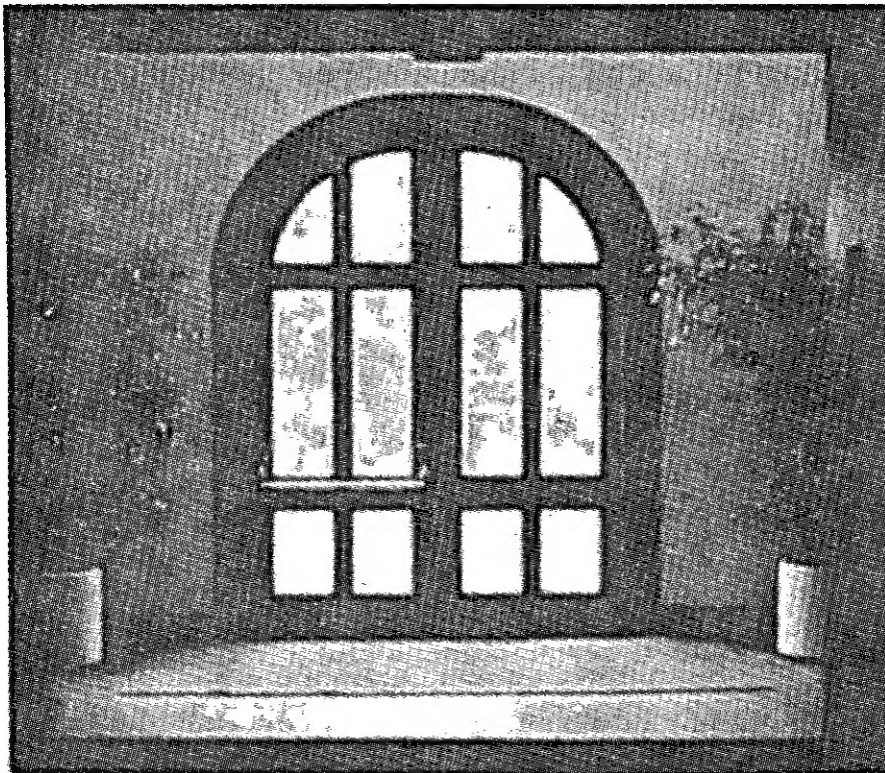
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P. Brent Trottier



The Selectmen dedicate the 1990 Annual Town Report to P. Brent Trottier, principal of the Albert S. Woodward Middle School. Mr. Trottier serves as an example to all of us in the way he has dedicated himself to his family, his vocation, and his community.

Brent has been happily married to Judy since June 30, 1962. Together they have raised a wonderful family - Amy and Jon. In his personal life Brent is known by everyone as a kind, compassionate and gentle man.

He has dedicated his life to the teaching profession since 1961. Serving since 1963 in the Southborough Schools, he has served as a principal in all three local schools and as an Assistant Superintendent for four of his 25 years in our school system.

Not enough to be successful in your family and work life, Brent has served on the following town boards or committees: Historical District Study Committee (1974-1975); Historical Commission (1974-1989); Southborough Cultural Arts Council (1982-1985); Safety Committee (1987-present); Human Services Committee (1989-present).

He has been tireless in every aspect of his life; he has been and will continue to be, an inspiration to everyone who has known and worked with him.

Mr. Trottier - we salute you!

TOWN OF SOUTHBOROUGH

Incorporated July 6, 1727

Population, January 1, 1991 (estimated).....6,530
Voters.....4,223

State and County Officials

President.....George H. Bush
Vice President.....Dan Quayle
U. S. Senators in Congress.....Edward M. Kennedy
John F. Kerry
U. S. Representative in Congress, Third District.....Joseph D. Early
Governor.....William F. Weld
Lieutenant Governor.....Argeo Paul Cellucci
Attorney General.....L. Scott Harshbarger
Secretary of State.....Michael Joseph Connolly
Treasurer.....Joseph D. Malone
Auditor.....A. Joseph DeNucci
Governor's Councillor, Second District.....Michael M. Murphy
State Senator in General Court
Middlesex, Norfolk and Worcester District.....Edward Burke (617-722-1640)
State Representative in General Court
Eighth Middlesex District.....Barbara Gardner (617-722-2210)
County Commissioners, Worcester County.....Paul X Tivnan
Francis J. Holloway
John R. Sharry
District Attorney, Middle District.....John J. Conte
County Treasurer, Worcester County.....Michael J. Donoghue
Register of Probate, Worcester County.....Leonard P. Flynn
Register of Deeds, Worcester District.....Anthony J. Vigliotti
Clerk/Magistrate of Courts, Worcester County.....Loring P. Lamoureux
Sheriff, Worcester County.....John M. Flynn

S O U T H B O R O U G H A T A G L A N C E - 1 9 9 0

Area.....13.78 square miles. Sixty-four miles of roads.

Settled.....1688

Incorporated.....1727

Population.....6,530 (estimated)

Voters.....4,304

Tax Rate.....\$10.48/\$1,000 Valuation

Form of Government....Open Town Meeting

Hospitals within)....Marlborough Hospital, Union Street (485-1121)
ten miles) Framingham Union Hospital, 115 Lincoln Street (879-7111)

Houses of Worship....St. Anne's, 20 Boston Road (Roman Catholic); St. Matthew's, 105 Southville Road (Roman Catholic); St. Mark's, 27 Main Street (Episcopal); Pilgrim Church (United Church of Christ, Congregational), 15 Common Street; First Community Church, 135 Southville Road (Federated); Chapel of The Cross (Baptist), 9 Cordaville Road

Utilities.....Electric services provided by Massachusetts Electric
Gas service provided by Commonwealth Gas Company
Water supplied by M. D. C. from Quabbin Reservoir
Telephone service provided by New England Telephone Company
No sewage. Eighty-five per cent of streets supplied by town water

Transportation.....Bus service to Boston and Worcester by Peter Pan Bus Lines, Inc.
Bus service to Boston by Gulbankian Bus Company

Schools.....Two Elementary: Margaret A. Neary and Mary Finn.
One Middle: A. S. Woodward Memorial.
Two private boarding schools: St. Mark's and Fay Schools.

Two regional high schools: Algonquin (in Northborough) and Assabet Valley Vocational (in Marlborough).

Public Library.....25 Main Street

Public Safety.....Full-time Police Department.

Full-time Fire Department with 2 stations which provides emergency ambulance service to hospitals

Recreation.....Supervised summer playgrounds; instruction in tennis, swimming, alpine skiing, ice skating; road races; Junior Olympics. Facilities for: baseball, basketball, football, gymnastics, hockey, soccer and softball

Cable.....Greater Media, Worcester (1-800-634-1008)

Administration



TOWN OFFICERS

1990-1991

Term of Office Expires in May of Year

ELECTED TOWN OFFICIALS

MODERATOR - 1 Year

John H. Wilson (1991)

TOWN CLERK - 3 years

Paul J. Berry (1993)

BOARD OF SELECTMEN - 3 years

William D. Baker (1991)

James W. Falconi (1992)

Thomas W. McAuliffe (1993)

BOARD OF ASSESSORS - 3 years

Charles W. Johnson (1991)

Paul R. Nelson (1992)

Arthur L. Sisson, Jr. (1993)

SCHOOL COMMITTEE - 3 years

Katherine Whitehouse (1991)

Andrew W. Davis (1991)

John J. Ford, III (1992)

Norman M. Clement (1993)

Catherine D. Alsterlund (1993)

BOARD OF HEALTH - 3 years

Philip G. Mauch (1991)

Robert P. Juliano (1992)

Timothy P. Stone (1993)

WATER COMMISSIONERS - 3 years

John P. Manning (1991)

Michael J. Shimkus (1992)

Michael G. Gulbankian (1993)

TREE WARDEN - 3 years

Brian C. Mauro (1993)

BD. OF TRUSTEES OF SOUTHBOROUGH LIBRARY

- 3 years

Elizabeth B. White (1991)

Elinor F. Garfield (1991)

Helen C. Uhlman (1992)

Fred B. Williams (1992)

Natalie J. Fantony (1993)

James A. Higgiston (1993)

ELECTED TOWN OFFICIALS (cont.)

CEMETERY COMMISSIONERS - 3 years

John Mauro (1991)

Fred J. Quinn (1992) *resig. eff. 2-1-91*

George F. Killam (1993)

PLANNING BOARD - 5 years

Charles E. Gaffney (1991)

Donald C. Morris (1992)

Mark W. Davis (1993)

Leo Bartolini, Jr. (1994)

Jean Bigelow (1995)

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL

DISTRICT COMMITTEE - 4 years

James B. Denman (1992)

SOUTHBOROUGH HOUSING AUTHORITY - 5 years

Esther E. Lesieur (8-2-95) State Appointee)

Bonnie J. Phaneuf (1992)

Fred J. Sanchioni (1993)

Marguerite J. Clifford (1994)

Robert P. Jachowitz (1995)

APPOINTED TOWN OFFICIALS

APPOINTMENTS BY THE MODERATOR

ADVISORY COMMITTEE - 3 years

Gary T. Sewell (1991)

John B. Butler, Jr. (1991)

Raymond Grenier (1991)

Joseph A. DiGiovanni, Jr. (1992)

A. Lawrence Glynn (1992)

David H. Davidson (1992)

Jonathan Chorey (1993)

Carl Kooyoomjian (1993)

Vivian K. Mattson (1993)

CAPITAL BUDGET PLANNING COMMITTEE - 3 yrs.

Douglas A. Hatch (1991)

Wayne A. Gates (1992)

Edward G. McCarthy (1992))

Paul R. Maffei (1993)

Michael F. Burnham (1993)

Mark W. Davis (rep. Plan Bd.)

APPOINTMENTS BY MODERATOR

PERSONNEL BOARD - 3 years

Dennis M. Doyle (1991)
Arthur R. Miner (1991)
Ellyn B. Shriber (1992)
Joan Loring (1992)
William N. Davis, III (1993)

APPOINTMENTS BY BOARD OF SELECTMEN

ADMINISTRATIVE ASSISTANT TO THE BOARD OF SELECTMEN - 3 years

Janice C. Conlin (1992)

ANIMAL CONTROL OFFICER - 1 year

Charles F. Hamel (1991)

BOARD OF APPEALS - 5 years

Thomas M. Starr (1991)
Joseph B. Gill (1992)
Joseph F. Prior, Jr. (1993)
Edward C. Bassett, Jr. (1994)
Peter H. Roche (1995)
Jonathan R. Karis (Alternate) (1991)
Salvatore M. Giorlandino (Alternate) (1991)

BUILDING DEPARTMENT

Inspector of Buildings (3 years)

Robert W. Garfield (12/2/92)
James A. McCaw (1991)
Wiring Inspector
Richard G. Trudel (1991)
Assistant Wiring Inspector

Appointments by Inspector of Buildings:

Ronald T. Courtemanche (1991)
Plumbing Inspector/Gas Inspector
Henry Pacific (1991)
Assistant Plumbing/Gas Inspector
A. Richard Desimone (1991)
Assistant Plumbing/Gas Inspector

CENTRAL MASS. RESOURCE RECOVERY COMMITTEE

1 year - John W. Boland, Jr., Rep. (3-15-91)

CIVIL DEFENSE DEPT. OPERATIONAL STAFF: 1 yr.

Director and Chief of Fire Service

Frank R. Aspinwall (1991)

Deputy Director & Chief of Engineering Service

John W. Boland, Jr. (1991)

APPOINTMENTS BY BOARD OF SELECTMEN (cont.)

CIVIL DEFENSE DEPT. OPERATIONAL STAFF (cont.)

Deputy Dir. & Chief of Police Service

William J. Colleary, Jr. (1991)

Communications Staff Technicians:

Charles E. Wood (1991)
John D. Mauro, Jr. (1991)
Frank S. Lane (1991)
John L. Hubley (1991)

Medical Officer:

Timothy P. Stone (1991)

Transportation Officer:

Michael G. Gulbankian (1991)

Chief, Water Service:

Donald A. Buzzell (1991)

Legal Officer:

Frederick A. Busconi (1991)

Operations Staff:

John Mauro, Sr. (1991)
George F. Killam (1991)
Peter F. Phaneuf (1991)
Kevin R. Moran (1991)
James J. Colleary (1991)
George A. Hubley, Jr. (1991)
David J. Dockstader (1991)

CONSERVATION COMMISSION - 3 years

Ann Dando Leavitt (1991)
Rhonda L. Russian (1991)
Edgar A. Phaneuf, Jr. (1992)
Davis O. Cowles (1992)
Richard V. Upjohn (1993)
John H. Leeds, Jr. (1993)
Mark S. Possemato (1993)
Catherine D. Alsterlund (Associate) (1991)
Leo Bartolini, Jr. (rep. Plan. Bd.) (1991)

CULTURAL ARTS COUNCIL - 2 years

Elizabeth Adams Crowley (1-13-91)
Jean S. Wynn (4-28-91)
David Roy LaRosee (4-28-91)
Nancy E. Lodge (5-19-91)
Janet Grebow Stock (8-8-91)
Mary L. Walter (8-8-91)
Robin A. Denman (9-15-91)

APPOINTMENTS BY SELECTMEN (cont.)

CULTURAL ARTS COUNCIL (cont.)

Sandra H. Neff (9-19-91)
Marilyn G. Dillman (10-31-91)
Kathleen Osol (12-12-91)
Elizabeth A. Meyer (1-21-92)
Elaine E. Sharron (2-27-92)
Nancy Arone Bassett (2-27-92)
Lynda J. Thomas (4-26-92)

ENERGY CONSERVATION MANAGER FOR THE TOWN OF SOUTHBOROUGH - 1 year

Robert W. Garfield (1991)

EMERGENCY PLANNING TEAM (SARA TITLE III)

(ad hoc) - 1 year

Fire Department

Chief Frank R. Aspinwall (1991)

Police Department

Chief William J. Colleary, Jr. (1991)

Civil Defense

Captain John D. Mauro, Jr. (1991)

Highway Department

Superintendent John W. Boland (1991)

Water Department

Superintendent Donald A. Buzzell (1991)

Health Department

Ella S. Walsh (1991)

Local Community Representative

Michael R. Caisse (1991)

Local Business Community Representative

Richard B. Crowley (1991)

Conservation Commission Representative

Richard V. Upjohn (1991)

Public Information Representative

Margaret Head Meehan (1991)

Board of Selectmen Representative

Selectman William D. Baker (1991)

FAYVILLE VILLAGE HALL COMMITTEE - 1 year

Caesar J. Ghiringhelli (1991)
Denson L. Satterfield, Jr. (1991)
(Vacancy)

APPOINTMENTS BY SELECTMEN (cont.)

FENCE VIEWERS - 1 year

William G. Turner (1991) Marc Ross (1991)

FIELD DRIVERS - 1 year

Frank J. Rossi, Jr. (1991)
(Vacancy)

FIRE DEPARTMENT CHIEF - 3 years

Frank R. Aspinwall (1992)

FIRE DEPARTMENT, DEPUTY CHIEF - 1 year

John W. Boland, Jr. (1991)

FIRE WARDEN - 1 year

Frank R. Aspinwall (1991)

FIRE WARDEN, DEPUTY - 1 year

John W. Boland, Jr. (1991)

HERITAGE DAY COMMITTEE (ad hoc) - 1 year

Warren G. Buzzell (1991)

David K. Falconi (1991)

Beth A. Wittcoff (1991)

Leslie W. Tuttle (1991)

Arlyne K. Luloff (1991)

Harriet Swart (1991)

Denise M. Burke (1991)

Janet S. Sussman (1991)

HIGHWAY SUPERINTENDENT - 3 years

John W. Boland, Jr. (1992)

HISTORICAL COMMISSION - 3 years

Earle Q. Watkins (1991)

George A. Hubley, Sr. (1991)

Donald M. Leavitt (1992)

Jannette V. Soucy (1992)

Eleanor J. Hamel (1993)

David K. Falconi (1993)

HUMAN SERVICES COMMITTEE (ad hoc) 1 year

School Administrators

P. Brent Trottier (1991)

School Counselors

Barbara M. Cowles (1991)

Parent Groups

Sue Ellen Renfrew (1991)

Clergy/Youth Groups

Craig A. Reynolds (1991)

Council on Aging

Frank J. Landry, Jr. (1991)

APPOINTMENTS BY SELECTMEN (cont.)

HUMAN SERVICES COMMITTEE (cont.)

Senior Citizens

Helen F. Wilson (1991)

Youth Commission

Ellen Piontek (1991)

Private Schools

Janice L. Mabley, St. Mark's School (1991)

Police Department

Officer Jane T. Moran (1991)

INDUSTRIAL DEVELOPMENT COMMISSION - 5 years

Vacancy (1988)	Vacancy (1991)
Herman A. Hipson ('94)	Vacancies (2) (1992)
Vacancy (1989)	Vacancy (1993)
Vacancy (1990)	Barbara J. Lamy ('93)

INDUSTRIAL DEVELOPMENT FINANCING AUTHORITY

5 years

Russell B. Millholland (4/1/89)
Vacancy (4/1/90)
Louis J. Bartolini (4/1/91)
Herbert F. Ramsdell, Jr. (4/1/92)
Thomas W. McAuliffe (4/1/93)

INSECT PEST CONTROL SUPERINTENDENT - 1 year

Brian C. Mauro (1991)

INSPECTOR OF ANIMALS - 1 year

Lindsay S. Robbins (3-31-91)

METROPOLITAN AREA PLANNING COUNCIL - 3 years

Charles E. Gaffney (June 19, 1992)

MUNICIPAL COORDINATOR (Right-To-Know Law)

Frank R. Aspinwall (1991)

ACTING MUNICIPAL COORDINATOR

John W. Boland, Jr. (1991)

OPEN SPACE PRESERVATION COMMISSION - 5 years

Elaine W. Beals (1991)
Ronald N. McAdow, Jr. (1992)
Mary D. Davis (1993)
Lisa Hellawell Fargo (1994)
Roger T. Baust (1995)

APPOINTMENTS BY SELECTMEN (cont.)

POLICE DEPARTMENT:

Chief of Police - 3 years

William J. Colleary, Jr. (1992)

Constable - 1 year

William J. Colleary, Jr. (1991)

Jail Keeper - 1 year

William J. Colleary, Jr. (1991)

Sergeants 1 year

William H. Webber (1991)

Frank W. Cain, Jr. (1991)

Vacancy

Regular Officers - 1 year

Charles A. Keller, Jr. (1991)

Robert J. Durran (1991)

David C. Hagen (1991)

Jane T. Moran (1991)

Kevin J. Walsh (1991)

Frank W. Moore (1991)

James F. Finneran, III (1991)

Michael T. Harpster (1991)

Executive Secretary/Dispatcher - 1 year

Nancy W. Gurin (1991) resigned eff. 12/31/90

Jane P. Gray (1991)

Dispatchers (full-time) - 1 year

Stephen Prior (1991)

David A. Monroe (1991)

Dispatcher (part-time) - 1 year

Karen J. Terry (1991)

Francis J. Fiorvanti (1991)

Douglas N. McLellan (1991)

Scott Henderson (1991)

Custodian (part-time) - 1 year

Lewis D. Maida (1991)

Reserve Officers - 1 year

Theodore Pietrasiak (1991)

Ronald G. Mattioli (1991)

Richard L. Mattioli (1991)

Paul R. Nelson (1991)

Craig A. Moran (1991)

Joseph E. Bennett (1991)

Karen J. Terry (1991)

Denson L. Satterfield, Jr. (1991)

William C. Harpster (1991)

APPOINTMENTS BY SELECTMEN (cont.)

POLICE DEPARTMENT (cont.)

SPECIAL OFFICERS - 1 year

Nancy W. Gurin (1991) **resigned eff. 12/31/90**
Jane P. Gray (1991)
Marion R. Carloni (1991)
Edgar A. Phaneuf, Jr. (1991)
Mary-Jane F. Boland (1991)
John W. Boland, Jr. (1991)
Calvin J. Mauro (1991)
Lewis D. Maida (1991)
George R. Boothby (1991)
Frank R. Aspinwall (1991)
George F. Killam (1991)
Peter F. Phaneuf (1991)
David J. Dockstader (1991)
John D. Mauro, Jr. (1991)
Francis J. Fiorvanti (1991)
James J. Colleary (1991)
Frank J. Mattioli (1991)
George A. Hubley (1991)
Kevin J. Kenney (1991)
Douglas N. McLellan (1991)
James A. McCaw (1991)
Charles R. O'Connell (1991)
Joseph E. Hubley (1991)
John L. Kendall, Jr. (1991)
David Maida (1991)
Stephen Prior (1991)
Robert W. Clewes (1991)
David A. Monroe (1991)

CHAPLAINS: Rev. Craig A. Reynolds (1991)
Rev. Thirburse F. Millott ('91)

POUND KEEPER - 1 year
Joseph C. Mauro (1991)

POUND KEEPER, DEPUTY - 1 year
Charles F. Hamel

PROCUREMENT OFFICER, CHIEF - 1 year
Janice C. Conlin (1991)

PUBLIC WEIGHERS & WEIGHERS OF COAL - 1 year
Michael J. Chase (3-22-91)
Esther Engstrom (1991)
Karin Whitten (1991)
Tim Puglisi (1991)
Beth Pitard (1991)

APPOINTMENTS BY SELECTMEN (cont.)

RECREATION COMMISSION - 3 years
Donald P. Woods (1991)
John G. Palfrey, Jr. (1992)
Patricia Richardson (1992)
Christopher Crowley (1993)
Robert Gallivan (1993)

REGISTRARS OF VOTERS - 3 years
Charles A. Keller, Jr. (4/1/91)
Ethel N. Armstrong (4/1/92)
David Roy LaRosee (4/1/93)

SAFETY COMMITTEE (ad hoc) - 1 yr.
Janice C. Conlin (1991)
William J. Colleary, Jr. (1991)
John W. Boland, Jr. (1991)
Ella S. Walsh (1991)
Frank R. Aspinwall (1991)
P. Brent Trottier (1991)
Mary B. Guilford (1991)
Robert W. Garfield (1991) (ex-officio)

SCHOOL BUILDING STUDY COMMITTEE - 1 year
Appointed by Selectmen and School Committee
Patricia Richardson (1991)
Leslie W. Tuttle (1991)
John C. Henderson (1991)
Anne Freeman (1991)
Howard D. Anderson (1991)

SEALER OF WEIGHTS AND MEASURES - 1 year
Robert W. Garfield (12/2/91)

SOUTHBOROUGH COUNCIL ON AGING - 3 years
Eleonora F. Burke (1991)
Catherine E. Gralton (1991)
Frank J. Landry, Jr. (1992)
Mary Anne Cole (1992)
Myrtle E. Lange (1992)
Barbara A. Murphy (1993)
Ellen A. Boland (1993)

SOUTHBOROUGH HOUSING OPPORTUNITY PARTNERSHIP COMMITTEE (ad hoc) - 1 year
James W. Falconi (Selectman) (1991)
Jean Bigelow (Planning Board) (1991)
Marguerite J. Clifford (Housing Auth.) (1991)
Frank R. Aspinwall (private citizen) (1991)
Robert C. Dumont (private citizen) (1991)
Donna B. Berryman (private citizen) (1991)
Elizabeth A. Meyer (private citizen) (1991)

APPOINTMENTS BY SELECTMEN (cont.)

SOUTHBOROUGH SCHOLARSHIP ADVISORY COMMITTEE

- 3 years

Superintendent of Schools:

Dennis M. DiSalvo (1991)

Co-Chairmen of S. O. S.:

Susan Mary Strazie (1991)

Cynthia F. Bechtel (1991)

Headmaster, St. Mark's School

Christopher J. Mabley (1991)

Admin. Assistant to Board of Selectmen:

Janice C. Conlin (1992)

Southborough School Committee:

John J. Ford, III (1992)

Patricia A. Richardson (1992)

Southborough Member of the Assabet Valley Reg.

Voc. School District Committee:

James B. Denman (1993)

Frederic S. Smith, III (1993)

SOUTH MIDDLESEX OPPORTUNITY COUNCIL - 1 yr.

Edgar A. Phaneuf, Jr. (1991)

TOWN ACCOUNTANT - 3 years

Dorothy M. Phaneuf (6-30-92)

TOWN COUNSEL - 1 year

Frederick A. Busconi (1991)

TOWN GOVERNMENT STUDY COMMITTEE: 1 year

Moderator Appointment:

Constantine A. Chleapas (1991)

Selectmen Appointments:

John D. Gignac (1991)

Katherine M. Stafford (1991)

Advisory Committee Appointments:

Michael L. Backer (1991)

Patricia Richardson (1991)

TOWN HOUSE CUSTODIAN - 1 year

Lewis D. Maida (1991)

TREASURER/COLLECTOR - 3 years

Mary B. Guilford (6/30/92)

ASSISTANT TREASURER/COLLECTOR - 1 year

Jennifer A. Bishop (6/30/91)

APPOINTMENTS BY SELECTMEN (cont.)

TRUST FUND ADVISORY COMMITTEE (ad hoc) - 1 yr.

George D. McClelland (1991)

Russell B. Millholland (1991)

Raymond Grenier (1991)

VETERANS' AGENT AND BURIAL AGENT - 1 year

Irene Burkis Tibert (1991)

VETERANS' GRAVE OFFICER - 1 year

George A. Hubley, Sr. (4/1/91)

WESTBOROUGH HOSPITAL ADVISORY BD OF THE ROBERT

F.KENNEDY SCHOOL Mary-Jane F. Boland (1991)

YOUTH COMMISSION - 3 years

Richard C. Waller (1991)

Alice Brenda Gaffney (1992)

Kathleen M. Lengel (1992)

Martin R. Luloff (1992)

Pamela A. Vorce (1993)

Carolyn L. Connors (1993)

Steven M. Ryan (1993)

APPOINTMENTS BY BOARD OF ASSESSORS

ASSISTANT ASSESSOR/APPRaiser

Arthur K. Holmes (6/30/92)

APPOINTMENTS BY BD. OF CEMETERY COMMISSIONERS

SUPERINTENDENT OF SOUTHBOROUGH CEMETERIES:

Bridget A. Gilleney (6/30/91)

APPOINTMENTS BY BOARD OF HEALTH

AGENT TO THE BOARD OF HEALTH - 1 year

Ella S. Walsh (2/5/91)

APPOINTMENTS BY BOARD OF WATER COMMISSIONERS

SUPERINTENDENT OF WATER DEPARTMENT - 3 years

Donald A. Buzzell (1993)

SECRETARY OF THE WATER DEPT. - 3 yrs.

Martha Palmer (1993)

BOARD OF SELECTMEN

How do we maintain an appropriate level of town services with less money and fewer resources? That is a dilemma we continue to deal with in 1990. The Selectmen, the Advisory Committee, and other elected and appointed boards, want your input on spending priorities. Unfortunately public budget review sessions are sparsely attended. Less than 200 dedicated voters dominate Town Meeting where crucial votes on fiscal matters are cast. Less than half of our registered voters, about one-fifth of our residents, vote in town elections - often reversing Town Meeting decisions which they were not a party to. An informed, active electorate would benefit us all. Consider involving yourself in an elected or appointed position.

With growth having slowed to a crawl in 1990, land use issues that did surface got a lot of attention. The St. Mark's golf course proposal appears to have been stalled by regional economic conditions after much debate. Discussions with State officials continue on the future of the Metropolitan District Commission firing range on Framingham Road. Site Plan control was shifted to the Planning Board in 1990 by vote of Town Meeting.

The Selectmen's dedicated staff continued their work on issues such as elderly transportation with the COA, collecting unpaid taxes with the Tax Collector, monitoring the work of the Town Government Study Committee.

The Selectmen encourage reasonable discourse and polite disagreement when necessary on the issues which will shape the future of our community.

TOWN ACCOUNTANT
COMBINED BALANCE SHEET, JUNE 30, 1990

TOWN ACCOUNTANT				ACCOUNT GROUP		
COMBINED BALANCE SHEET, JUNE 30, 1990						
	-----GOV. FUND TYPES-----			FIDUCIARY GENERAL		TOTALS
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECT	TRUST & AGENCY	TERM DEBT	MEMORANDUM ONLY
-----ASSETS-----						
CASH	303,771	785,311	57,044	340,437		1,486,563
INVESTMENTS				659,097		659,097
RECEIVABLES:						
Real estate and personal property taxes (including accrued revenue of \$75,475)	4,306,221	0				4,306,221
Motor vehicle tax	125,547	0				125,547
Other taxes and miscellaneous receivables	702,342	76,837				779,179
Due from Commonwealth (Note B)	534,183	0				534,183
TOTAL	<u>5,668,293</u>	<u>76,837</u>				<u>5,745,130</u>
Less: Allowance for abatements	(122,969)	0				(122,969)
Net receivables	5,545,324	76,837	0			5,622,161
AMOUNT FOR RETIREMENT OF GENERAL LONG-TERM DEBT					1,170,000	1,170,000
TOTAL ASSETS	<u>5,849,095</u>	<u>862,148</u>	<u>57,044</u>	<u>999,534</u>	<u>1,170,000</u>	<u>8,937,821</u>
-----LIABILITIES AND FUND BALANCES-----						
LIABILITIES						
Warrants payable and accrued expenses	201,936	10,306	3,693	29,699		245,634
Deferred revenue	4,935,667	75,673	0	0		5,011,340
Bonds and Notes Payable	0	38,618	0	0	1,170,000	1,208,618
TOTAL LIABILITIES	<u>5,137,603</u>	<u>124,597</u>	<u>3,693</u>	<u>29,699</u>	<u>1,170,000</u>	<u>6,465,592</u>
-----FUND BALANCES-----						
Reserved for Continued Appropriations:						
Water		149,017				149,017
Other	487,992	0				487,992
Designated for FY '91 appropriations:						
Water		51,200				51,200
Other	268,973					268,973

TOWN ACCOUNTANT (cont.)
COMBINED BALANCE SHEET, JUNE 30, 1990

TOWN ACCOUNTANT (cont.)					ACCOUNT GROUP	
COMBINED BALANCE SHEET, JUNE 30, 1990					FIDUCIARY GENERAL	
-----GOV. FUND TYPES-----					FUND TYPE LONG-	TOTALS
GENERAL	SPECIAL REVENUE	CAPITAL PROJECT	TRUST & AGENCY	TERM DEBT		MEMORANDUM ONLY
UNAPPROPRIATED FUND BALANCES:						
Water		293,374				293,374
Other (Note A)	(45,473)	243,960	53,351	969,835		1,221,673
TOTAL FUND BALANCES	711,492	737,551	53,351	969,835	0	2,472,229
TOTAL LIABILITIES AND FUND BALANCES	<u>5,849,095</u>	<u>862,148</u>	<u>57,044</u>	<u>999,534</u>	<u>1,170,000</u>	<u>8,937,821</u>

NOTE A - The trust and agency fund balance as of June 30, 1990 includes \$586,088 in expendable trust and \$383,747 in nonexpendable trust.

NOTE B - \$233,258 represents Chapter 70 local aid received in July 1990. This amount is to be used as an FY '91 available fund, thus it appears as part of designated fund balance at June 30, 1990. The remaining \$300,925 represents fourth quarter local aid accrued at 6/30/90.

TOWN OF SOUTHBOROUGH
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 1990

	---GOVERNMENTAL FUND TYPES-----				FIDUCIARY
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST & AGENCY	TOTALS
REVENUES:					
Taxes	7,133,939				7,133,939
Intergovernmental	984,997	167,705			1,152,702
Motor Vehicle Excise & Hotel Excise	641,776				641,776
Licenses and Permits	76,590				76,590
Fines	86,877	918			87,795
Departmental Charges For Services	224,154	632,645			856,799
Investment Income	121,160			104,958	226,118
Payments in Lieu of Taxes	54,300				54,300
Other	8,682	18,698	0	19,397	46,777
TOTAL REVENUES	<u>9,332,475</u>	<u>819,966</u>	<u>0</u>	<u>124,355</u>	<u>10,276,796</u>
EXPENDITURES:					
General Government	813,736	5,881			819,617
Public Safety	1,146,606	18,625			1,165,231
Education	5,487,558	122,373			5,609,931
Public Works	756,984	886,447	198,340		1,841,771
Human Services	98,238				98,238
Recreation and Culture	251,208	118,066			369,274
Debt service	272,692				272,692
State and County Assessments	10,280				10,280
Employee Benefits	618,465				618,465
Insurance	165,026				165,026
Other	5	16,755		22,391	39,151
TOTAL EXPENDITURES	<u>9,620,798</u>	<u>1,168,147</u>	<u>198,340</u>	<u>22,391</u>	<u>11,009,676</u>
EXCESS OF REVENUES OVER EXPENDITURES:	(288,323)	(348,181)	(198,340)	101,964	(732,880)
OTHER FINANCING SOURCES (USES):					
Proceeds From Debt Issuance	0	400,000	0	0	400,000
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES	(288,323)	51,819	(198,340)	101,964	(332,880)
FUND BALANCE, BEGINNING OF YEAR	999,815	685,732	251,691	867,871	2,805,109
FUND BALANCE, END OF YEAR	<u>711,492</u>	<u>737,551</u>	<u>53,351</u>	<u>969,835</u>	<u>2,472,229</u>

TOWN OF SOUTHBOROUGH
STATEMENT OF BUDGETARY REVENUES AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 1990

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:			
Property Taxes	7,492,407	7,133,939	(358,468)
Intergovernmental	761,212	684,072	(77,140)
Excise Taxes	622,600	641,777	19,177
Departmental Charges for Services	186,490	224,154	37,664
Licenses and Permits	59,000	76,591	17,591
Fines and Forfeits	55,000	86,877	31,877
Investment Income	82,581	121,161	38,580
Payments in Lieu of Taxes	40,000	54,301	14,301
Other	0	2,311	2,311
TOTAL REVENUES:	<u>9,299,290</u>	<u>9,025,183</u>	<u>(274,107)</u>
EXPENDITURES:			
General Government	877,655	871,931	5,724
Public Safety	1,157,816	1,153,235	4,581
Education	6,036,318	6,026,530	9,788
Public Works	806,565	803,596	2,969
Human Services	99,624	97,980	1,644
Recreation and Culture	256,607	250,175	6,432
Debt Service	279,063	272,693	6,370
State and County Assessment	16,417	10,280	6,137
Employee Benefits	268,489	604,782	(336,293)
Insurance	503,810	165,026	338,784
Other	0	0	0
TOTAL EXPENDITURES:	<u>10,302,364</u>	<u>10,256,228</u>	<u>46,136</u>

TREASURER

Fiscal Year

July 1, 1989 - June 30, 1990

Receipts and Disbursements

General Fund

Cash and investments on hand 7/1/89.....	1,953,846
Receipts.....	14,777,532
Disbursements.....	15,563,953
Cash on hand 6/30/90.....	1,167,425

Earnings

Amount

Interest earned on investments.....	142,845
Interest received on delinquent taxes.....	55,053
Interest earned on trust funds.....	78,500
Fees received on municipal lien certificates.....	8,900
Fees on motor vehicle and real estate.....	8,610
Total.....	293,908

Debt

Issue	Original Amount	Debt Remaining After 6/30/90	Fiscal Years Remaining
Library.....	1,300,000	1,170,000	9
Water extension.....	400,000	400,000	5

T O W N C O L L E C T O R

Year	Opening Balance 7/1/89	Commitments	Reversed Abatements or Refunds	Payments	Abatement	Transfer to Water Lien	Transfer to Tax Title	Closing Balance 6/30/90
<u>MOTOR VEHICLE EXCISE</u>								
1987	10,814			2,053				8,761
1988	23,435	24,760	435	27,981	2,146			18,503
1989	69,245	160,959	3,838	205,490	9,997			18,555
1990		436,215	1,919	363,935	25,412			48,787
<u>WATER</u>								
RATES	19,760	464,441		443,518	178	15,614		24,891
SERVICE	2,486	13,653		12,329		1,878		1,932
MISC.	8,982	30,710		27,961		5,600		6,131
LIENS:								
1988	64			64				0
1989	7,409			3,170			3,591	648
1990		23,091		17,649			812	4,630
<u>PERSONAL PROPERTY</u>								
1989	5,992			911				5,081
1990		122,299		117,351	554			4,394
1991		61,183		25				61,158
<u>REAL ESTATE</u>								
1988	53,010		3,774	12,829				
1989	644,580		47,688	337,448	42,149		261,711	50,960
1990		7,485,409	49,029	6,638,421	103,446		281,695	510,876
1991		3,669,581		5,690				3,663,891

BOARD OF ASSESSORS

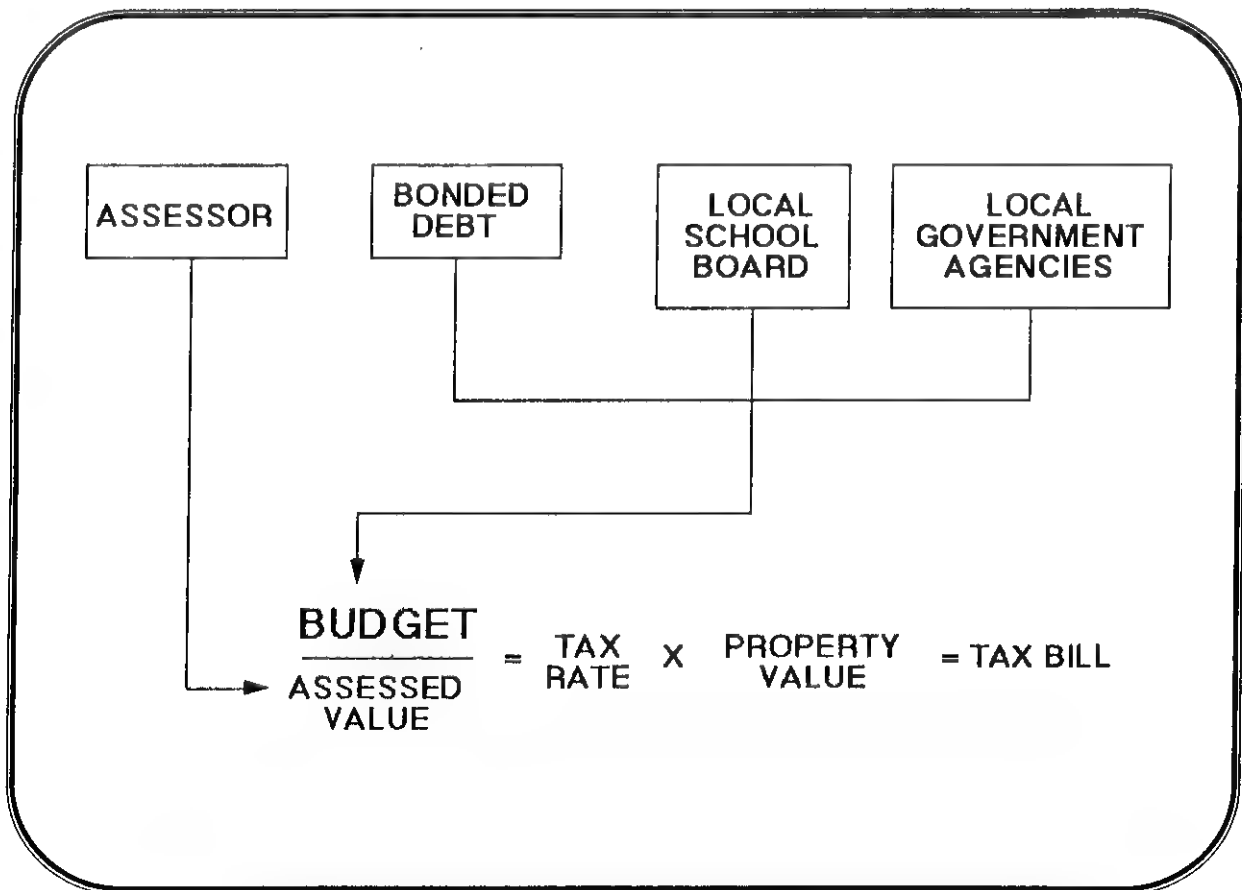
No question as to what the region's economy has done to us. During the year 1990, construction was at an all time low and vacancies escalated throughout business and commercial properties.

Coupled with all of this was the state's reduction of local aid funding which devastated many communities.

We survived. However, our future is going to depend on local revenue sources, whatever they may be. The property tax is our major resource and whether or not the market value of your property increases or decreases in the forthcoming years, everyone will be paying more. There are options you can take which will affect the quality of life we are all used to in Southborough. Budget reductions resulting in termination of employees across all levels and down-sizing some of our services are several considerations.

There have been many articles printed and public hearings held explaining the Assessors' roll in this economic decline. You, the voter, approve the budgets. We determine the fair and equitable value of all real and personal property. Dividing the budget by the property values gives the tax rate for the year. Proposition 2 1/2 overrides are the only other alternative in keeping government at its current level. Additional income for equipment and maintenance of our facility is nonexistent. The longer we defer taking action, the more costly it will become.

Whatever the outcome, we can only say, "I told you so."



Board of Assessors (cont.)

ASSESSORS' COMPUTATION OF FISCAL YEAR 1990 TAX RATE
July 1, 1989 - June 30, 1990

Local Expenditures:		
Total Appropriations		\$10,093,119.00
Offsets from Cherry Sheet		11,958.00
State/County Assessments		16,417.00
Revenue Deficits		
Overlay		150,000.00
Other		15,000.00
Gross Amount to be Raised		\$10,286,494.00
Estimated Receipts and Available Funds:		
Total Estimated Receipts from State		\$ 773,170.00
Local Estimated Receipts		1,470,520.58
Other Available Funds to Reduce Tax Rate		435,096.00
Total Receipts and Available Funds		\$2,678,786.58
Tax Rate Summary:		
Gross Amount to be Raised		\$10,286,494.00
Estimated Receipts and Available Funds		2,678,786.58
Net Amount to be Raised by Taxation		\$7,607,707.42
Real Property Valuation		\$763,817,198.00
Personal Property Valuation		12,479,477.00
Total Property Valuation		\$776,296,675.00
Tax Rate: \$9.80 per Thousand (School Rate: \$6.08, General Rate: \$3.72)		
Real Property Tax		\$7,485,408.54
Personal Property Tax		122,298.88
Total Taxes Levied on Property		\$7,607,707.42
Water Liens Added to Taxes		\$23,091.45

EXEMPTIONS AND ABATEMENTS FISCAL YEAR 1990

Real Estate:		
1989 Levy		\$36,976.48
1990 Levy		62,107.48

EXCISE TAX FISCAL YEAR 1990

1988 Levy Committed (0)		Levy Abated (1)	115.00
1989 Levy Committed (748)	102,757.67	Levy Abated (63)	4,370.11
1990 Levy Committed (7251)	555,482.35	Levy Abated (354)	34,344.54

FISCAL YEAR 1990 TAX RATE \$10.48

Town Services



SOUTHBOROUGH LIBRARY
SOUTHBOROUGH, MASSACHUSETTS

BUILDING DEPARTMENT

Building Permits Issued	201	Plumbing Permits Issued	78
Wiring Permits Issued	192	Gas Permits Issued	65

13	Single Family Residences	\$2,961,745
74	Residential Additions/Alterations/Repairs	951,557
11	Residential Accessory Buildings/Alterations/Repairs	116,422
1	Commercial Building	110,000
24	Commercial Additions/Alterations/Repairs	654,425
7	Institutional Additions/Alterations/Repairs	2,151,272

Miscellaneous

13	Swimming Pools	129,600
13	Solid Fuel Burning Appliances/Chimney	8,800
11	Re-Siding	106,750
24	Signs	12,440
5	Structures Moved/Demolished	156,800
5	Temporary Tents	16,000

TOTAL	\$7,375,811
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Permit fees collected for calendar year 1990	\$ 62,177
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SEALER OF WEIGHTS & MEASURES

INVENTORY OF STATE STANDARDS

One Office Balance
 One Brass Yard Measure
 One Set of Standard Weights
 One Set of Dry Measures
 One Set of Liquid Measures

INVENTORY OF WORKING EQUIPMENT

Two Seraphin Test Measures	Test Hand Seal Presses
One Set of Sealer's Portable Weights	One Glass Graduate
Twelve Fifty Pound Weights	20 Metallic Seals
One Hand Drill	250 Lead & Wire Seals
50 Standard Paper Seals	

WORK COMPLETED IN 1990

SEALED:

Gasoline Pumps	29
Vehicle Tank Pumps	4

Sealing Fees Collected	\$234
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CEMETERY DEPARTMENT

The Cemetery Commissioners continue to focus their attention on procuring more land for future use. The Town-owned land in the Neary School area is still the ultimate focus, for all other known possibilities have been exhausted.

Half of the graves in newly developed sections E, F, and G have already been sold in just under 2 years of its opening. The Commissioners agreed to reclaim grave lots in sections 2-A, Blk. 4 and 9, those lots having no activity for at least 50 years. After going through this process of reclaiming old graves, the cemetery added 108 new graves to its list of graves to be sold.

The Board of Cemetery Commissioners would like to thank Fred J. Quinn for his 11 years of service as Cemetery Commissioner.

The Commissioners would also like to thank all Town Departments for their ongoing help and cooperation throughout the year.

TREE WARDEN

During the past year, I have supervised Massachusetts Electric and New England Telephone tree crews on line clearing projects. These programs help maintain clearance of branches that come in contact with power and phone lines.

The Tree Department has continued with its pruning program of town trees. We removed a large number of tree butts, and had a stump grinder come and grind the stumps. We planted over twenty trees this fall. Some of the trees were donated from St. Mark's School and Mr. & Mrs. Rice. We removed over fifty-two trees that were either dead or decayed. We held over eight public hearings this past year.

At this time, I would like to thank the various town departments and citizens of Southborough for their cooperation and assistance during this year.

INSECT PEST CONTROL SUPERINTENDENT

Eastern tent caterpillars, fall web worms and gypsy moths are still prevalent around town. We are still doing gypsy moth surveys.

Our injection program for dutch elm disease has helped some of the trees. Yellow wood or ash yellow disease has spread throughout the town, along with maple trip disease. I have kept in contact with the shade tree laboratory to see if there has been any cure for either of these diseases. As of this past year, there has not been any cure.

CONSERVATION COMMISSION

The Southborough Conservation Commission is charged with the enforcement of General Laws, Chapter 131, Section 40, Wetlands Protection Act. The jurisdiction is limited to land or water areas bordering on or under water bodies and land subject to flooding. The Commission must consider if an activity affects any of these statutory interests: public water supply, groundwater, flood control, storm damage prevention, prevention of water pollution, shellfish, fisheries (if applicable) and wildlife habitat. The Commission is required to hold a Public Hearing if the activity affects any of these statutory interests.

In 1990 the Commission held 20 Public Hearings:

01/09	Southland Acres (82 Oak Hill Rd.)
01/09	Millhunt (Lot 32 Edgewood Rd.)
01/09	Millhunt (Lot 35 Edgewood Rd.)
01/09	Millhunt (Lot 36 Edgewood Rd.)
01/09	Millhunt (Lot 37 Edgewood Rd.)
01/09	Millhunt (Lot 38 Edgewood Rd.)
04/03	Aselbekian (Lot 1 Woodland Rd.)
04/03	Aselbekian (Lot 2 Woodland Rd.)
04/03	DePietri (Lot 2 Deerfoot Rd.)
04/17	Moran (Lot 1 Oregon Rd.)
05/08	MacDonald (160 Middle Rd.)
06/19	St. Mark's School (Marlboro Rd./School St.)
06/19	Mass. DPW (Firmin Ave./Boston Rd.)
07/10	Southborough Highway Dept. (35 & 37 Pinehill Rd.)
08/23	MWRA (Fayville Dam/Rt. 30)
09/13	Lambert (Harris Drive)
09/13	Floyde (238 Parkerville Rd.)
09/13	Schoon (Lot 17 Pinehill Rd.)
10/25	Lee (254 Parkerville Rd.)
12/06	Cosmo Land, Inc. (250 Turnpike Rd.)

The Conservation Commission budget for Fiscal 1990-91 was \$9,550.00, offset by \$3,312.00 generated by filings and various Commission Programs. Back unpaid rent is \$2,752.00.

The Community Gardens continued its 14th year at the Neary School under the leadership of Kay Alsterlund. The gardens were at full capacity with all lots taken.

The Commission is an active participant with the Open Space Regional Task Force, the Metropolitan Area Planning Council and the Metrowest Water Protection Committee to discuss joint concerns.

The Commission worked very hard on formulating a comprehensive by-law for Town wetlands, which after considerable discussion at Town Meeting, was postponed indefinitely.

The Commission regrets the loss through resignation or attrition of the following members: James H. Nutter, III, Joseph P. Bruso, B. Paul Bushueff, Jr., Michael Jackson, Jr., and Richard Heidebrecht.

The Commission thanks all Town officials, employees, and townspeople who have been of assistance to us this past year and invites the participation of all residents in our future work.

CULTURAL ARTS COUNCIL

The Southborough Cultural Arts Council said a reluctant farewell to valued member Carolyn Doyle, and welcomed Elaine Sharron and Nancy Bassett. Fourteen council members are now administering the operation of the Arts Center, acting as the local arm of the Massachusetts Arts Lottery Council, and working to enhance the cultural and artistic life of the community. SCAC meets on the second Monday of each month, except July, at 8 p.m. at the Arts Center on Highland Street. Anyone who is interested in joining the Council or simply interested in participating in the Council's activities is welcome to attend these meetings.

The year 1990 started off with three Saturday afternoon programs for children. These featured a storyteller, a magician and a puppet show. Other activities offered throughout the year for children were classes in painting, sculpture and weaving, an exhibit of art work by local children, and mask making on Heritage Day.

There were six other major exhibits at the Arts Center in 1990. These were a juried art show, a photography exhibit, a quilt show, a fiber arts and crafts exhibit, a show featuring works by the winners of the juried art show, and a group show of works of some outstanding area artists. In connection with these shows, the Center sponsored an Art in Bloom with floral interpretations of art works by the Southborough Gardeners, a jazz concert by the Jazz Ensemble of the New England Conservatory and a choral concert by members of the Assabet Valley Mastersingers.

Meetings included the impressive slide show, "A Global Odyssey" by Southborough resident Larry Nelson, and the annual members' dinner. Adult classes included life drawing, quilting, pottery, lampshade making and watercolors.

A friends of the Arts Center group, made up of all the members of the Arts Center, was legally formed. Its first event, a Meadow Muffin Contest, turned out to be a very successful fundraiser. \$11,000 was realized. This was enough to pay for the new roof for the Arts Center and to help with costs of ceiling restoration. We want to say thank you to the four judges, Tom McAuliffe, Luc Schepens, Phil Beals and Bill Colleary, to Phil and Elaine Beals for the use of their field, to Lindsey Robbins for the loan of her lovely cow Melissa, and to Polar Beverages, TCBY, Mauro's Market, Fitzgerald's General Store and Lyons Press for donations of goods and services which added greatly to the festiveness of the Meadow Muffin Contest.

For their enthusiastic and tireless contributions to all the activities run by the Arts Center in 1990, we thank first and foremost Director Marty Henderson, and also Council members Nancy Bassett, Betsy Crowley, Marilyn Dillman, David LaRosee, Nancy Lodge, Sandy Neff, Kathy Osol, Elaine Sharron, Janet Stock, Lynda Thomas, Mary Walter and Jean Wynn, Council associate Pam denDraak, and Arts Center members Ruth Kennedy, Carol Vogt, Vivian McMahon and Dorothy Thompson.

The Arts Center studios were once again rented to artists at reasonable rates. The rents, along with dues and contributions from individuals and businesses, commissions on work sold at the Center, proceeds from the Meadow Muffin Contest and from the raffle of a quilt donated by the County Line Quilters, and grants from the Massachusetts Arts Lottery, have made it possible for the Arts Center to be entirely operated and maintained without asking for a penny of tax support.

Improvements at the Center in 1990 included a new roof for the Arts Center, the addition of a lovely new piano, and planning for several projects which will be completed in 1991.

CULTURAL ARTS COUNCIL (cont.)

Arts Lottery grants were awarded in the spring of 1990. Recipients were the Neary School SOS, \$369 for an author's talk to grades 3 to 6, Symphony Pro Musica, \$250 for purchase of timpani, Krisanne Karnovale-Saul and Pam Rynning, \$500 for a photo exhibit of works by Jan Shulman and her former students, Assabet Valley Mastersingers, \$100 for a fall concert of choral music, and the Arts Center at Southborough, \$1800 for resurfacing of water-damaged floors, and \$150 for a performance by the Assabet Valley Mastersingers at the Arts Center. PASS grants went to Algonquin Regional High School, \$300 for 60 tickets to a variety of performances, and to the Arts Center, \$250 for 50 tickets for grade school children to attend a Boston Children's Theater production. It is regrettable that less than half as much grant money will be available in 1991 because of cuts in the State support for the arts.

HISTORICAL COMMISSION

No doubt about it, for the Historical Commission, 1990 was the Year of the Book. Nick Noble completed his manuscript of the long awaited history of the town and the Town Meeting gave us funds to get it published. Publisher Peter Randall produced a book titled "Fences of Stone" that complemented Noble's text and pictures handsomely. Once the books arrived after Thanksgiving, the Town library gave us room to store and sell them. Townspeople, oldtimers and newcomers alike, bought copies in such numbers that, before year end, we turned back to the town about \$12,000, far more than the money granted by the Town Meeting, and we started to explore how to finance a second printing.

Aside from laying the groundwork for several "one-shot" projects to help residents appreciate the town's history, we began to organize a Friends of the Historical Commission group, to find people to help us on projects bigger than we can handle personally, and to raise funds for purposes not covered by the normal operating budget.

The commission also continued to work with other organizations. The Massachusetts Historical Commission helped us understand our responsibilities under state law. The Massachusetts Archives sent us fresh copies of two historic maps (and the Act of the Legislature that established Southborough) and photocopies of index cards showing references to Southborough in the Archives.

We were pleased to have the Historical Society, in the person of Kay Allen, offering its picture book of Southborough to people who came to buy the commission's book. We began identifying the membership of Historical Commissions in neighboring towns, with the possibility of holding joint meetings. At year's end, we became aware of the Marlboro Historical Commission's concern about possible archeological artifacts under the proposed I-495 interchange just north of the Southborough/Marlboro line. During the year, we answered several requests for historical information about Southborough and were even called upon to certify that the newly installed elevator system at Woodward School would not damage any of the Town's historical assets.

We continue to appreciate both the crew at the Town House who helped us with legal procedures still unfamiliar to us, and the staff at the Library who patiently handled many queries on our behalf once the books arrived. We were delighted to have George Hubley and David Falconi join the commission during the year. On the other side of the ledger, we were depressed by the continuing illness (and ongoing absence) of commission member Jannette Soucy.

H I G H W A Y D E P A R T M E N T

The start of the calendar year found this department well entrenched into winter snow and ice operations. With the winter season beginning quite early with a major snowstorm on Thanksgiving Day followed by the coldest December in 100 years compounded by a second major storm in December left us with the first "White Christmas" in several years. As with New England weather and in contrast to December, the new year was to begin with the fifth warmest January on record with a significant increase in precipitation setting a trend which was to continue for the balance of the winter season. Above normal temperatures with increased precipitation would require our response to all of the elements: rain, snow, ice - throughout the season, often times occurring during the same storm system.

As is most often the case, the end result of the season is a series of statistics which is amazingly average considering the particular events of the winter:

	<u>Average</u>	<u>1990</u>
Snow Accumulation (inches)	50	50
Number of Storms (snow only)	15	15
Storms requiring snow removal	6	7
Off-hour call outs	45	45
Sand (tons)	2250	2664
Salt (tons)	800	1325
Hours, hired equipment	100	149

A significant plus for the winter season, and in contrast to the previous year, is the positive effect the volume of precipitation has on our drinking water supplies. We fortunately began the warmer months with reservoirs and ground water aquifers totally recharged. In contrast to the 89-90 winter season, the end of the year finds us in record breaking warmth through November and December with no snowfall and only one off-hour call out through the end of the year. The open season has afforded us the opportunity to continue on outside projects right up to the end of the year, a significant plus for our backlog of activities.

One of those areas is the installation of drainage on Pine Hill Road. Existing drainage in the area constructed on private property, more likely than not installed by private individuals and without the benefit of easements to the town, was severely compromised both by its age, condition and new construction in the area. Recognizing the potential for safety hazards as well as pavement deterioration, we endeavored to negotiate a resolution to the situation. Given the number of parties involved and their varying positions that negotiation was to become a very lengthy and troublesome process. With the cooperation of the Board of Selectmen, Selectmen's Office and Town Counsel, the end result was an agreement which allowed a new installation to be made within easements and designed and installed under current engineering standards. The direct cost of the installation was borne by the private parties involved with this department supplying equipment and labor necessary to the project. The end of the year finds only cleanup type work remaining with restoration of the property and landscaping being the responsibility of the private parties. While current regulations minimize the possibility of this situation recurring, we must caution that a great many similar installations were made many years ago and similar situations may occur.

HIGHWAY DEPARTMENT (cont.)

The department avoided a similar circumstance on Southville Road that has been at issue for many years. Following the installation of the drainage system for the Vale Terrace subdivision, the department was able to add one manhole thereby redirecting the flow to the appropriate place and avoid a potential liability.

Due to continuing deterioration it was deemed necessary to replace and upgrade culverts on Learned Street and Pine Hill Road, fifteen drainage structures were rebuilt at various locations throughout the town and drainage ditches were cleaned along five streets.

The department has been concerned for several years with the lack of funding for the resolution of drainage problems throughout the town. The end of the year finds us even more deeply concerned that not only will there be no new installations but funding for the adequate maintenance of the system may be in jeopardy.

The department's surface maintenance activities continued throughout the year. Cold mix bituminous concrete pavement was applied to Parmenter Road, Pine Hill Road, Nichols Street and Waveney Road. Resurfacing was preceded by the drainage installations described above, repairs and adjustments to the existing drainage structures, shoulder removal and widening where appropriate, removal of ledge out-croppings at several locations, leveling and preliminary patching where appropriate. Type I bituminous concrete pavement was applied to Valade Court after similar drainage repairs and preliminary activities. Stone chip seal surface treatment was applied to Richards Road east of Cordaville Road, Mount Vickery Road, Breakneck Hill Road, and Middle Road south of Turnpike Road.

In addition to the above and with funding provided by the Water Department, Type I bituminous concrete pavement was applied to Cherry Street, Pleasant Street, Hilltop Drive and Winter Street. This cooperative effort, while somewhat time consuming, results not only in upgrading the water system but our affected roadways as well.

Chapter 90 State Aid for Highways took what we hope will be a major step forward with passage by the legislature of a gas tax that more appropriately reflects the needs of our infrastructure. While it remains to be seen what amount and what form this funding may take, we look forward to some positive changes in this area. We continue to monitor and pursue critical state projects within the town, most importantly intersection improvements along the Marlborough/Framingham corridor and the reconstruction of the Boston Road/Willow Street/Valley Road/Firmin Avenue intersection.

Sidewalk reconstruction was completed on Central Street, Bridge Street, Wood Street and Cherry Street. Given the fact that these sidewalks had deteriorated to the point where they were nonexistent in some areas, total reconstruction was required. The Bridge Street installation was compounded by the fact that existing guard rails had to be relocated and/or upgraded. As with a great many of our programs, funding in this area concerns us greatly.

Likewise, the department's facilities and equipment continues to deteriorate with no replacement purchases being made for several years. This compounded by fiscal constraints which limit our ability to appropriately maintain our capital investment is of great concern to us and should concern all citizens.

Recognizing the need to provide maximum longevity of our equipment, the second sander in as many years was completely overhauled. As with last year, the process dealt primarily with structural components leaving a vehicle in excellent condition considering its age.

Residential solid waste generated within the town continues to be handled safely, efficiently and effectively through the operation of our Transfer Station. With the "buzz" word of the 90's being recycling, the citizens of Southborough should take pride in the fact that our voluntary recycling operation has been in operation for 20 years, that we proceeded with construction of the Transfer Station long before a great many communities knew what one was and through the efforts of and our membership in the CMRRC, we pursued and eventually signed long term waste to energy contracts for disposal of our waste at a resource recovery facility. After this lengthy period of guiding our own destiny regarding solid waste with virtually no direction, or assistance and in some cases even distractions from the state, 1990 brings forward the state's solid waste Master Plan which bans certain materials from disposal facilities according to the following schedule:

Lead Batteries	12/31/90
Leaves	12/31/91
Other Yard Waste	12/31/92
Unshredded Tires (Landfills)	12/31/91
White Goods	12/31/91
Aluminum Materials	12/31/92
Metal	12/31/92
Glass Containers	12/31/92
Plastics	12/31/94
All Grades Recyclable Paper	12/31/94

While being a truly noble goal from an environmental point of view and one which we applaud, this action in essence legislates mandatory recycling and presumably does not assume the additional costs associated with this action. Southborough's proven track record says we are an environmentally concerned citizenry and are capable of pursuing these very worthwhile goals. What our community requires is financial assistance to initiate and continue the programs and sound, stable markets for recycle products. As we pursue these goals, as we must, we look pessimistically for the assistance we need.

The largest issue of the year could well be the largest issue of 1991 as well. The current fiscal situation the community, state and region finds itself in is taking its toll on virtually every program, service or activity that this department offers. Maintenance of the infrastructure and protection of our capital investment is regrettably an expensive undertaking which cannot be avoided. We will continue to pursue cost effective new technology and approaches and most assuredly welcome any reasonable suggestion and/or criticism of our operations.

This situation is no more evident to anyone than to our own employees. The foregoing serves as evidence to an extremely productive and active year for this department, while doing so under the handicap of a severely reduced work force. This is to the credit of the employees of the department whose extra effort throughout the year speaks for itself. We wish to also thank the other officials, employees and departments of the Town for their continued cooperation throughout the year.

MARLBOROUGH ALCOHOLISM REFERRAL CENTER

PROGRAM DESCRIPTION

The program continues to provide a supportive network for those in recovery. This support is multi-faceted, offering individual and group counseling and also addresses the need for change in lifestyle and attitude to maintain sobriety. Operating as a "store front" drop in facility provides a comforting, non-threatening, non-clinical atmosphere to the newcomer, introducing that individual to a sober environment where a common language of recovery is spoken.

The clientele served is extremely varied in age, background and service needs. The Center sponsors or provides meeting facilities for a wide range of groups, including meetings of Alcoholics Anonymous, Al-Anon and Alateen. Specific meetings are provided to deal with women's issues, and issues in those families affected by parental substance abuse.

BOARD MEETINGS

The Board meets at ten regularly scheduled meetings during the year as well as at specially called meetings as the need arises. The Board consists of eleven members including a Chairperson/President, Vice President, Treasurer, and Secretary. All expenditures exceeding \$25.00 must be approved by the president and treasurer with a consensus of the Board. As in the past, individual Board members continue fund raising efforts in the community and local industry.

SERVICE STATISTICS SUMMARY

1 9 8 9		1 9 9 0	
		January through October	
Marlborough Residents	4,732	Marlborough	4,822
Hudson, Northborough, Southborough,		Hudson	1,362
Westborough and others	<u>2,343</u>	Northborough	516
		Southborough	314
		Westborough	226
		Others	<u>300</u>
Total 1989	7,075	Total 1990	7,740

VETERANS' SERVICES

Herewith is submitted my Annual Report for the year ending December 31, 1990. Monies spent under Chapter 115 were \$7,051.20 and of this amount, seventy-five percent will be reimbursed by the state.

I would like to extend my appreciation to the Board of Selectmen, and the other departments for their assistance to me during the past year.

SOUTHBOROUGH HOUSING AUTHORITY

During 1990 the Southborough Housing Authority held a regular meeting each month with the annual meeting for the election of officers in June. Meetings are held on the third Wednesday of each month at 7:30 p.m. Board members are Fred Sanchioni (Chairman), Marguerite Clifford, Bonnie Phaneuf, Robert Jackowicz, and Esther Lesieur.

Overseeing the Authority's day-to-day operations is Carol Renaud, Executive Director, and maintaining the Authority's properties is George White.

The Authority owns and maintains 56 units (Colonial Gardens) of elderly housing and two family units. During 1990 we accepted nine new tenants in our elderly housing. The average rent per elderly household is \$166.00 per month including utilities, and \$59.50 per month excluding utilities for families. Any residents who wish to inquire about elderly or family housing or who would like to fill out an application should contact the Authority's office at 49 Boston Road, weekday mornings from 9:30 to 12:30 (telephone: 481-2166). Criteria for being eligible are:

Net Income:	One person - \$19,992	Two persons - \$22,848
	Three - 25,704	Four - 28,560
	Five - 30,345	Six - 32,130
Asset Limit:	One bedroom, one person \$35,640	Elderly: Age 62
	One bedroom, two 41,760	
	Two or more bedrooms 15,000	

Modernization projects currently underway at Colonial Gardens include improvements and modifications to the septic systems, and the repair of interior structural damage to buildings, apartment painting, and updating the intercom/doorbell system. Funds for these projects are provided by the Executive Office of Communities and Development.

The Authority will continue to work with the Town of Southborough through the Southborough Housing Opportunity Partnership Committee, of which Marguerite Clifford is a member, to explore ideas for providing affordable housing for its community. While the Authority recently lost its grant to purchase ten units of family housing through the Home Ownership Program's Brentwood Project due to the lack of progress with this project, the Authority has applied for, and received, a \$25,000 (705-2) Planning Grant which will be used for the purchase of their own site(s) for the development of up to twelve units of family housing. Also being actively pursued by the Authority is the development of an eight unit special needs (689-1) housing program to be constructed on a site located on North Street. The Authority will contract an architect to oversee the design and construction of this project; funds to be provided by the Executive Office of Communities and Development.

Again this year, like many state aided programs, the Commonwealth's financial crisis will be taking its toll on the maintenance of existing programs - 1991 brings with it a mandated 5% cut in all our non-utility budget line items. We look to the future and hope that the new administration will relieve some of the financial hardships for the Housing Authority, its Community and the Commonwealth.

The Southborough Housing Authority would like to thank all Town Boards, Town department heads and their employees for their help and cooperation throughout the past year.

S O U T H B O R O U G H L I B R A R Y

The Board of Trustees of the Southborough Library submits the following report for the year 1990:

Volumes in adult library	30,640	Materials circulated	
Volumes in children's library	18,468	Adult	36,713
Total volumes	49,108	Children	23,333
		Total	60,046
Volumes purchased			
Adult	945	Video cassettes circulated	8,932
Children	829		
Total	1,774	Worcester Film Library	
		Films used and circulated	195
Volumes received as gifts			
and added to collection		Interlibrary loans	281
Adult	75		
Children	576	Books and materials on loan	
Total	651	from Regional Library	810
Fines collected and turned			
in to Town	\$ 801		

The Board of Trustees of the Southborough Library meet on the second Tuesday of each month at 7:30 at the library.

James Higgiston and Natalie Fantony were re-elected to the Board at the Annual Town Election.

The library has been functioning one full year since the addition/renovation was completed. In that time we have seen increased daily usage, especially in the Children's Room with a 30% jump in program participation and heavy daily use of the pre-school play areas. Since 1988 (just before construction), circulation has increased by 17%.

The meeting rooms are now being used constantly by groups such as 4-H, Girl Scouts and the Quilting Guild. The Historical Commission is storing and selling the town history, Fences of Stone, in the library.

The Friends of the Library continued their invaluable support in 1990. After a one-year hiatus due to construction, the Friends resumed their annual Strawberry Social and Book Sale in June and their Apple Festival and Book Sale in October. Both were welcomed back by enthusiastic crowds.

On Heritage Day, the Friends launched a new program called "Adopt-a-Book" to encourage patrons to purchase books for the library. Members of the Friends make up the core of volunteer help now so vital to assist the staff in maintaining its high level of service to the public.

The Trustees wish to express thanks and appreciation to: the Lions Club for their gift of a television and video player, the Rotary Club for their gift of an Apple II computer and monitor/printer, the Southborough Gardeners for their gift of a weeping beech tree now planted

SOUTHBOROUGH LIBRARY (cont.)

on the knoll in back of the library, the Friends of the Library for an industrial vacuum and many other needed items, our volunteers who have donated their valuable time, and the many patrons who have donated books and gifts through the year.

The Trustees recognize and are grateful to Library Director Judith Williams, Children's Librarian Jeannette Curtin, and the entire library staff for their dedication over and above their duties, to provide the best possible service to our patrons.

We are saddened by the death of Sadie Stivers Hutt on December 31 at age 96. Mrs. Hutt, our Town Librarian for over fifty years until her retirement in 1964, is remembered with great affection. As one tribute the library has purchased a 31 volume reference set of Contemporary Authors with a dedication plaque in each book to Mrs. Hutt.

OPEN SPACE PRESERVATION COMMISSION

A highlight of the year for the Open Space Preservation Commission was the passage at the Annual Town Meeting of Warrant Article 30 which puts on record a Town Open Space Policy. In it, Town boards are directed to use their authority to protect traditional landscapes and land use mixture and to keep preservation of woodlands and fields a high priority in negotiations with developers. The OSPC, mindful of its motto "Cherishing the past, choosing the future", has kept a watchful eye in its advisory capacity on development plans as they go through the required processes with the Planning Board, submitting comments or suggesting alternatives to ensure greater protection of open space.

OSPC submitted a warrant article at the Annual Town Meeting for the purchase of St. Mark's Golf Course, subsequently turned down at the ballot box. We will continue to support efforts towards keeping open this highly visible and important property.

In October the State informed us that our Open Space Plan as finalized had been accepted and would be effective through February, 1995. This would allow the Town to apply for self-help funds from the State to help purchase property deemed important to the Open Space Plan. Ironically, and disappointingly, when economic conditions perhaps would make it possible to acquire such properties, the same conditions preclude State funding and expenditures by the Town.

We must not be lulled into inaction, however. Serious decisions will be made which will have long-reaching effect on our Town as pressures mount from surrounding communities. OSPC will continue to stay informed about MetroWest growth, particularly to the north of Southborough.

OSPC worked with the Southborough Open Land Foundation and was encouraged by the gift of 18 acres of beautiful property on Oak Hill Road to the Sudbury Valley Trustees by Mr. and Mrs. Turenne.

Valerie Hurley completed her term on the commission, and we especially appreciate her work on the Open Space Plan. Roger Baust was appointed in September, and Patti Fiore became an Associate Member and Secretary.

Thanks go to Wayne Thies for his continued support in so many ways. Southborough is fortunate in having a committed Planner in these critical times. What we do today will determine our Town's future. Every decision is crucial. That is a rather sobering thought.

WATER DEPARTMENT

Herewith is submitted our sixtieth annual report for the year ending December 31, 1990.

At the Annual Town Election held on May 14, 1990 Mr. Michael G. Gulbankian was re-elected to the Board of Water Commissioners for a term of three years.

At the meeting of the Board of Water Commissioners held on June 5, 1990 with all members present, it was voted to appoint Mr. Michael J. Shimkus as Chairman for the ensuing year.

At the Annual Town Meeting held on April 23, 1990 the following Water Department articles were voted and approved:

Article 34: It was voted to transfer from the Water Department Surplus and appropriate, the sum of \$14,800 for the purpose of purchasing one new 3/4 ton pickup truck. This truck has been purchased and is now in service.

Article 35: It was voted to transfer from the Water Department Surplus and appropriate the sum of \$18,600 for the purpose of installing a new water main on Learned Street, a distance of 620 feet. This main installation project was performed entirely by Water Department personnel and is now in service.

Article 36: It was voted to Transfer from Water Department Surplus and appropriate the sum of \$17,800 for the purpose of purchasing one new one ton truck with utility body. This truck has been purchased and is now in service.

Middlesex Corporation started the work on the Fayville water main project during the fall of 1989 and completed this project during the spring of 1990. An 8" main was installed on Cherry Street, Pleasant Street and a portion of Oak Hill Road. Also 2,900 feet of 12" water main was installed on Boston Road, from Central Street to White Bagley Road, and on Framingham Road, from Boston Road to East Main Street. These streets were cleaned up and temporarily paved. After allowing adequate time for trench settlement, finish paving was completed on Boston Road, Framingham Road, Cherry Street and Pleasant Street. Also this year, the finish paving on Winter Street and Hilltop Drive was completed. The main installation on Winter Street and Hilltop Drive was also part of the Fayville water main project.

With the completion of the 12" water main on Boston Road and Framingham Road we are now able to utilize the Hosmer Pumping Station at its designed capacity. Prior to this installation the Boland Pumping Station would supply our system with approximately 90% of our water, the Hosmer Pumping would supply the remaining 10%. With the Boston-Framingham Road main on line, the Hosmer and Boland Stations pump on a more equal basis. This equal balance also allows us more pumping flexibility, greater flow availability and a longer life expectancy for our pumps and other related equipment. Sometimes, however, in the course of conducting system improvements other problems will occur. In this situation we developed an overflow problem at the Overlook Drive Tank. With the help of our consulting engineers, Whitman & Howard, Inc., the decision was made to install an altitude valve on the 10" water main feeding into the Overlook Drive Tank. This valve installation enables us to control the tank's water level. The project involved cutting into the 10" main, installing a concrete vault which the altitude valve would be placed, installing two 10" control valves, with associated piping, and installing an 8" by-pass main with an 8" valve. This project was performed solely by Water Department personnel and is now in operation.

WATER DEPARTMENT (cont.)

After a three year wait, the Water Department received final approval from Conrail in December to cross the Northboro Road Railroad Bridge with a 12" water main. This installation has been completed and the main is now in service.

Effective July 1, 1990, the Commonwealth of Massachusetts has required us by law to conduct a leak detection survey of the entire water system every two years. In the past, these surveys have been performed by outside contractors. This is the first year the department has conducted its own leak detection survey performed by in-house personnel who have been trained and certified in this field. We have completed approximately half of the water system this year and hope to continue to survey one half of our system each year to remain in compliance with the new state law.

During the course of the year, two of our four tanks were taken out of service, drained and cleaned.

All 575 of our fire hydrants were painted.

The ongoing in-house maintenance programs: cross connection, system flushing, leak detection, valve exercising, meter replacement, hydrant and easement maintenance as well as the regular repair and maintenance of the water system and pumping stations have continued as time allowed.

The Board of Water Commissioners would like to thank the other boards, departments and their employees for their continued support and cooperation. We would especially like to thank our own employees for their continued excellence, dedication and positive attitude throughout the year.

WATER CONSUMPTION

January	16,881,000 gallons
February	15,045,000 gallons
March	16,105,000 gallons
April	17,085,000 gallons
May	19,303,000 gallons
June	26,379,000 gallons
July	29,717,000 gallons
August	24,134,000 gallons
September	21,850,000 gallons
October	19,308,000 gallons
November	18,030,000 gallons
December	16,623,000 gallons
Total	240,460,000 gallons
Highest Day	1,648,000 gallons
Highest Week: 7/15-7/21	7,980,000 gallons

DISTRIBUTION SYSTEM

Main pipe added:	6" - 680 feet
	8" - 935 feet
	12" - 3,580 feet
Total	5,195 feet
Total main pipe now in use:	65 miles, 3,768 feet
Services added	8
Total Services	2,001
Hydrants added	8
Hydrants in use	575
Gate Valves added	27
Gate Valves in use	1,499
Breaks in mains	6
Breaks in services	5
Broken Hydrants	5

S O U T H B O R O U G H Y O U T H C O M M I S S I O N

The Southborough Youth Commission is a human services resource for the community, which focuses on the prevention and treatment of youth and family problems. We offer preventive programs, counseling, information and educations.

Counseling: The counseling component of the Youth Commission is available to any children, adolescents or families in Southborough, free of charge. The Youth Commission is staffed by Mental Health professionals offering individual, couples, family and group counseling. Two counseling groups were offered at Algonquin High School this year, as well as a group for adults living in difficult home situations. This year, 127 individuals received counseling services from us.

Prevention Programs: The goal of the prevention programs is to help participants increase their sense of self-esteem, develop social communication and decision-making skills, increase their sense of responsibility for their own lives, and learn constructive use of leisure time. This in turn enables people to be more effective in their lives, and helps to prevent serious emotional and behavioral problems from developing. This year's programs included:

1. In-school discussion groups: This year, six ongoing groups were offered at Neary School, serving 37 children in grades 2-5. Seven groups were offered at Woodward School, serving students in grades 6-8. In these groups, students addressed issues of self-esteem, friendship, relationships with parents, and other concerns related to their respective age groups. In two of them, community service projects were a focus of the group's activities, helping the students to develop a sense of responsibility to others in the community. In addition, a Youth Commission staff person led a segment of the Quest Program attended by ten fifth graders at Neary, and provided ongoing leadership of a segment of the decision-making curriculum for eighth graders at Woodward, attended by 40 students.

2. Community Action Programs: We continue to offer these programs in conjunction with the Northborough Office of Youth and Family Services and Algonquin Regional High School. Algonquin students earn credits for being trained and then working with youths who have special needs, Westborough State Hospital patients, or younger children in a variety of after-school and evening programs. The Southborough Youth Commission again took primary responsibility for The Special Needs Program and for Project Friend, which matches high school students with younger students in a "Big Brother/Big Sister" type program. A total of 51 high school students participated in these two programs this year, working with 51 "clients" or "little friends."

3. Before School and After School Activities: In the winter and spring of 1990, we offered two afterschool programs, one at Woodward School and one at Neary School. This fall, to accommodate the change of schedule at Neary, a before-school program was offered there two mornings a week, while we continued to offer an after-school program two afternoons at Woodward. These programs offer a variety of fun, interesting and noncompetitive activities of interest to the respective age groups (grades 4-5 and grades 6-8). Seventy-four children participated in these programs.

4. Summer Activities Program: This program serves grades 5 through 8, and meets for four two-week sessions. This program offers these children the chance to participate in fun and wholesome activities at the same time as learning important lessons about decision making, responsibility, and interpersonal relationships. Thirty-three children participated this summer, many for more than one session.

In addition, though the continued commitment of our board President, Carolyn Connors, the Youth Commission, through the Campership Coalition, helped send many children to camp who would

YOUTH COMMISSION (cont.)

otherwise not have been able to go.

5. Mentors Program: This year, a Mentors Program was started at Algonquin High School by the Youth Commission. Participants were students interested in providing community service, and specifically, for the time being, in staffing the Youth Commission's Teen Center. The Mentors were trained to work with younger teens at the Teen Center, learning about communication skills and limit-setting, and then going on to help plan for, organize, and staff the Teen Centers. It is hoped that the Mentors might at some point branch out to other volunteer activities in the community. Thirty-two students participated.

Teen Center: Finally, after much work and planning, four Teen Centers have been held. These are Friday night activities held at Woodward School for any Middle School students in Southborough (open to seventh and eighth grade students only until January of each school year; after that sixth graders are also welcome). The Teen Centers have been an enormous success, well attended, and meeting with much enthusiasm from students, parents, and school officials, as well as by the Mentors staffing them. Approximately 150 students attended at least one Teen Center, many attending all four. Teen Centers will continue to be held approximately one Friday night per month during the school year.

Education: Youth Commission staff participated in several educational presentations this year, in addition to the participation in the Quest and eighth grade Decision Making curriculum mentioned under "Prevention," above. One staff person made a special presentation to the fifth grade on "Saying No to Alcohol and Drugs." She also put together and staffed a booth on Substance Abuse at a Health Fair for the employees of a large company in Southborough. In addition, three staff people assisted in an evening educational program at Woodward School on parenting adolescents, and additionally in a program for eighth graders on decision making. Approximately 250 people altogether attended these educational events.

Consultation: Our staff continues to work closely with schools, police, courts, clergy and other community agencies this year,, providing approximately 200 hours of consultation.

Information and Referral: We work closely with other area agencies, and are able to provide information and referrals to other health and mental health providers. This service continued to be well utilized this year.

Community Events: This year, we hosted our fifth annual Halloween Party attended by approximately 250 children and adults. We thank all the students and other volunteers who helped set up and run the party.

Other Activities: Youth Commission staff get involved in many activities that go on in Southborough and the surrounding community. Noteworthy this year has been our involvement with the Southborough Human Services Committee and with the Metrowest Parent Awareness Consortium.

The Youth Commission Board meets on the first Tuesday of each month at the Town House at 7 p.m. This has been a very active year for the Youth Commission, but a very difficult one, financially. Due to the Town's fiscal constraints, we lost most of our funding for one of our staff people. Thanks to the very generous donation of a private citizen who wishes to remain anonymous, and to a wonderful fundraising effort by Friends of the Youth Commission, the position was saved. The staff wishes to thank the Board, the Friends of the Youth Commission (including Parents of Teens), and all the people who have generously supported our programs with your time, energy, financial assistance, or moral support!

Planning



FAYVILLE VILLAGE HALL

PLANNING BOARD

The Planning Board and its staff was involved in a greater diversity of activities in 1990 than in any year in recent memory. A sharp downturn in the local economy relieved some of the pressures of the past few years caused by a deluge of development proposals, allowing the Board to focus on a wide range of issues of current and long-range concern.

The Site Plan Review process, previously under the jurisdiction of the Selectmen, was transferred to the Planning Board at the last Town Meeting, bringing all development proposals under the authority of one Board. Greater emphasis and attention was given to long-range planning, both in Southborough and in regional cooperation with our neighbors whose future growth may directly affect us. Staff time was also spent in support of numerous other Boards and on special projects of Town-wide importance. Following is a brief summary of the Planning Board's recent activities:

Current Planning

There were only two new subdivision proposals before the Board, one being a Major Residential Development (Edgewood Crossing) that is presently working its way through the process which now requires the inclusion of affordable housing. Six other subdivisions returned for various reasons including revisions, waivers, new ownership, appeals, etc. consuming considerable amounts of time of the Board and staff. In addition, the Planning Board initiated review of all active subdivision developments in light of the current economic conditions that have caused financial problems with some developers and the banks that back them. Working with the Highway Department and Town Counsel, the Board has called for the bond of several subdivisions to ensure proper completion of the roadway and related infrastructure. On other developments, the Board is working with banks to ensure proper completion of foreclosed projects.

Seven site plans of varying complexity were reviewed by the Planning Board and several others consumed staff time. Similar to subdivisions, many site plans requested changes due to a change of use or ownership. There were also informal reviews of nonprofit developments for St. Mark's School, the New England Center for Autism, and the Metropolitan District Commission (MDC). Now that formal site plan review is with the Planning Board, more staff time will be required to administer these reviews.

The Planning Board also reviewed and endorsed twenty-one (21) Approval Not Required (ANR) plans.

Long Range Planning

The Planning Board has been able to focus on more long range issues than in past years. Besides working with the Housing Partnership to help create regulations to provide a more diverse and affordable housing stock, the Board has spent considerable time reviewing improvements to the zoning code. Some of the issues studied for presentation at Town Meeting include changes to the Village Business District, a more restrictive Conservation District, designation of Critical Resource Districts, and the possible creation of a tax-exempt district.

Members of the Planning Board and staff have actively participated in the Marlborough West Area Master Plan. This included in-depth reviews of Environmental Impact Reports for Digital, Metropolitan Life, and Maggiore development proposals that may impact Southborough well into the next century. There has also been considerable involvement with other long term planning studies, including the Metropolitan Area Planning Council "MetroPlan 2000" for the 101 communities surrounding Boston; the MetroWest Growth Management Committee which reviews developments of regional impact and represents our interests on many Legislative Task Forces; and the MBTA feasibility studies of rail transit to Marlborough and Worcester.

PLANNING BOARD (cont.)

Miscellaneous

The Planning Board staff has been involved in many diverse projects that directly or indirectly influence the future of the Town. These activities include:

- St. Mark's Golf Course feasibility study.
- Membership on the selection committee for the State Consultant contract to finalize the Marlborough West Master Plan.
- Coordination of State improvements to the Route 30/Firmin Avenue intersection.
- Membership on the study committee for the new Southborough/Marlborough I-495 interchange.
- Neary School grounds feasibility study for school expansion, cemetery use, and soccer fields.
- Involvement with the 9/90 Crossing project (Framingham) mitigation.
- Assistance with Town-wide open space and bikeway planning.
- Preparation of a Town-wide Land Use Map.
- Membership on the team to develop and coordinate the project to microfilm departmental records.

The Planning Board hopes to continue this trend of diverse involvement in issues and projects that influence our future - better planning for tomorrow instead of reacting for today.

Finally, the Planning Board would like to welcome Susan Paghiny of Latisquama Road as our new Administrative Secretary, and to express its appreciation to Ellie Stoddard for her many years of exceptional service to the Town of Southborough. We wish her the best in all future endeavors.

HERITAGE DAY COMMITTEE

The committee meets the last Wednesday of every month at the Fire Station at 7:30 p.m. Attendance was excellent. All committee members were present for every meeting from January 1990 through September 1990. Illness or travel were the only reasons for absence. In September the committee found it necessary to meet weekly for last minute planning.

Throughout the year, committee members worked on the varying components of planning the Heritage Celebration. Each member was assigned or volunteered to accomplish a specific task. For example: planning the parade, crafts, entertainment, and school's letter of communication, etc. The committee worked well together and organized a successful Heritage Celebration 1990.

SCHOOL BUILDING STUDY COMMITTEE

The School Building Study Committee was established by the 1990 Town Meeting to determine the school building needs of the town. Members were appointed jointly by the Selectmen and School Committee. This is a summarized report of our findings. A detailed report with additional data and analysis will be written prior to the next Town Meeting. As a result of our findings, no warrant article has been submitted for the 1991 Town Meeting.

Part I. Summary of Findings

This Committee has spent three months collecting and analyzing data concerning the physical plant, school enrollment and a variety of factors affecting population growth in Southborough. We conclude that there is no immediate need to propose the construction of additional school buildings or additions.

Our findings predict that school population will grow steadily, but slowly, over the next five years, reaching 800 (plus or minus 10%) by 1995. We are calling this type of growth "the Rising Tide". This finding is contrary to the forecast of the two previous committees - Ad Hoc Housing Committee (1988) and Building Study Committee (1989) -- whose data indicated that additional buildings would be necessary by 1993. There are two significant reasons for the differences between the earlier findings and our own. The first is that economic conditions have changed dramatically since 1988, causing a slow down in growth in general. More importantly, however, an analysis of historical data has led us to change some of the indicators in the model used for forecasting the school population. Specifically, we have dropped the use of birth rate and kindergarten enrollment as significant indicators of projected population. Instead, first and second grade combined enrollment proves to be a more reliable indicator of projected combined seventh and eighth grade enrollment. The cohort analysis is a reasonable basis to estimate total enrollment size. An adjustment has also been made to account for those leaving the school system in the higher grades.

According to our analysis of population and physical plant this projected school population (1995) can be accommodated within the current structures, given the amount of flexible space available in those buildings. We would like to note that the current "Rising Tide" growth scenario suggests that the Town of Southborough has sufficient time to make a careful evaluation and a deliberate decision with respect to adding space as either rooms or buildings. Given that the Woodward School has the most constrained space, with considerable room for additional students in the Finn and Neary Schools, the town would have five or six years to determine whether increased first and second grade enrollments would be sustained and require additional space to be added to the system for the upper grades.

It is important to realize that we should expect to see significant random variation between forecasted and actual student enrollments. Thus, we should not interpret a significant increase in any given year class size to be an important trend. Since we have the time and flexibility, we should wait several years to insure that a significant pattern is established before any building decisions are made.

The Committee has reviewed the current use of the physical plant as of October 1990. It indicates that if all three schools were at 100% capacity, with teacher/pupil ratios of 1:20 or 1:25, the total enrollment levels could be 1020 and 1275, respectively. While listing these capacities, it should also be noted that due to random variation in class size and the complexities of scheduling, use at 100% capacity of classroom space is impractical, if not impossible. An 80-85% capacity use of space is recommended.

Another important finding resulting from the historical analysis is the fact that despite radical shifts in school enrollment over the last 25 years, the teacher/pupil ratio has only exceeded 1:25 on average in one year. This indicates that it has been the policy of the school administration, the teachers and the consensus of the town over the past 25 years that this ratio be the upper limit used for assessing classroom capacity.

Part II. Process For Analyzing School Building Needs

The Committee concluded that it would be useful for the town to have a process in place whereby an annual or bi-annual assessment of school building needs could be made quickly and efficiently with continuity from year to year. Therefore, we have developed a framework for analysis and corresponding action plans designed to achieve this end. A brief outline of this process is included below.

Determine the growth scenario which most accurately reflects the current pattern occurring in the schools:

- A. Rising Tide - slow steady growth
- B. Unexpected Bulge - an abrupt, but unsustained growth spurt
- C. Avalanche - radical, enduring change in school population
- D. Unforeseen Disaster - calamity such as fire or other building failure

Take into account the predictable variation of 10% (plus or minus) and adjust for those leaving public for private schools in the higher grades.

Based on the appropriate scenario, determine which of the following Action Plans respond best to the needs. They are in ascending order of capacity and relative expense.

Action Plans:

- 1. Utilize flexible space
- 2. Find temporary space
- 3. Add on to current buildings
- 4. Start construction of new buildings

The Rising Tide scenario suggests that available flexible space should be utilized to maximum capacity until a sustained growth pattern is established (3-5 yrs.) which would indicate that further steps (2-4) should be taken.

The Unexpected Bulge scenario suggests that any one of a number of factors has emerged to create a short term increase in a limited number of grades. Statistical variation, the addition of one housing development (unaccompanied by an overall trend in housing growth), might create such a blip in population. Short term temporary solutions would be selected (1-2) until a larger overall trend could be discerned.

The Avalanche or Disaster scenarios precipitate any or all of the Action Plan options. A sudden spurt in housing development indicated by actual occupancies (not number of building permits) or a calamity in a building such as a flood or a fire, would call for new construction (3-4).

It is the general advice of this committee that every effort be made to meet the school population needs without compromising educational quality, by means of Action Plans 1 or 2, until a time when a significant, sustained population trend can be discerned, thereby requiring new construction.

ZONING BOARD OF APPEALS HEARINGS

- 01/17 David W. & Zenovia S. Parry, 22 Main Street (54-88) - Special Permit from Article III, Section 174-9, Paragraph B, Accessory Apartments and a variance from Article IV, Section 174-15, Schedule of Dimensional Regulations - Convert a pre-existing barn into an accessory apartment lacking the required side setback in a Residential B District. GRANTED
- 01/17 Timothy Higgins, 26-28 Turnpike Road (39-33) - Special Permit from Article V, Section 174-19, Extensions or alterations - Extend and alter a pre-existing nonconforming structure in a Highway Business District. GRANTED
- 02/07 William E. & Faye L. Nykvist, 10 Rockpoint Road (14-21) - Variance from Article IV, Section 174-15, Schedule of Dimensional Regulations - Construct an addition onto existing dwelling lacking the required side setback in a Residential A District. GRANTED
- 02/07 George A. & Sheila Harper, 9 Fairview Drive (19-49) - Variance from Article IV, Section 174-15, Schedule of Dimensional Regulations - Construct an addition onto existing dwelling lacking the required side setback in a Residential A District. GRANTED
- 05/02 Michael J. & Annette M. Tamer, 2 Garrison Lane (16-32) - Variance from Article IV, Section 174-15, Schedule of Dimensional Regulations - Existing addition and deck lack the required side setback in a Residential B District. WITHDRAWN
- 05/02 Ronald C. Peters, 181 & 183A Parkerville Road (12-6A,7) - Variance from Article IV, Section 174-14, Paragraph A & B - Remove sq. ft. from one lot to another lot, new lots would not contain the required area for a Residential A District and one new lot would not have the required frontage for a Residential A District. GRANTED
- 05/09 Paula Dolan, Trustee of 100 Tech Realty, 151 Northborough Road (70-4,5) - Special Permit from Article III, Section 174-8, Use Regulations, Article III, Section 174-13.4, Water Resource Protection - Construct a multiple occupancy building on the property located in an Industrial Park District. GRANTED
- 06/13 Gail M. Tannenbaum & Sanford J. Burnstein, 59 Oak Hill Road (31-50) - Variance from Article IV, Section 174-14, Paragraph A, Dimensional Regulations - Construct a single family dwelling on a proposed lot lacking the required frontage in a Residential A District. GRANTED
- 06/13 Kaveh & Farzaneh Pahlavan, 16 Clifford Street (35-6) - Special Permit from Article III,, Section 174-8, Paragraph B,(1),(k), Schedule of Use Regulations - Operate a pre-school in residence which is located in a Residential A District. DENIED
- 07/25 Richard & Traci Fleischman, 75 Breakneck Hill Road (21-10) - Variance from Article IV, Section 174-14, Paragraph A and Article IV, Section 174-15, Schedule of Dimensional Regulations - Existing dwelling is lacking the required side yard setback in a Residential A District. GRANTED

ZONING BOARD OF APPEALS HEARINGS (cont.)

- 07/25 Leaf Systems, Inc., 250 Turnpike Road (27-2A) - Special Permit from Article III, Section 174-8, Paragraph B,(3),(b), Use Regulations - Light manufacturing and assembly in an Industrial District. GRANTED
- 07/25 Allan T. Houston & Michael W. Hawkins, Trustees of Sears Road, Sears Estates, located off Sears Road - Variance from Article IV, Section 174-14, Paragraph A, Dimensional Regulations - Incorrectly placed zoning line, concerning up to 36 lots contained within a 79 lot plan. WITHDRAWN
- 10/10 Turnpike Food & Liquor Mart, Inc., 65 Turnpike Road (38-67) - Special Permit from Article V, Section 174-19, Extensions or alterations - Addition of a storage room over an existing garage in a pre-existing nonconforming building in a Business Village District. GRANTED
- 10/10 Alain & Ghislaine Bourdon, 8 Learned Street (47-51) - Variance from Article IV, Section 174-14, Schedule of Dimensional Regulations - Existing deck does not meet the required frontage in a Residential B District. GRANTED
- 11/28 Jack S. & Louise A. Barron, 11 Sadie Hutt Lane (73-2) - Variance from Article IV, Section 174-14, Paragraph A, Schedule of Dimensional Regulations - Existing single family dwelling is lacking the required side yard in a Residential A District. GRANTED
- 11/28 Richard M. & Jane M. Wheeler, 185 Parkerville Road (12-6) - Variance from Article IV, Section 174-14, Paragraph A, Schedule of Dimensional Regulations - Existing garage is lacking the required side yard from a 50' right of way in a Residential A District. GRANTED

S I T E P L A N H E A R I N G S

- 03/27 Farrell Volvo, 251 Turnpike Road (27-13,14) - Approval extended to 04/04/91 - 13,500 sq. ft. = total buildings. APPROVED
- 04/17 Paula Dolan, Trustee 100 Tech Realty Trust (70-4,5), (Paul Maggione, developer) - Construction of a 170,000 sq. ft. one-story building at 151 Northborough Road. APPROVED

Protection of Persons and Property



INSPECTOR OF ANIMALS

Number of Dairy Cows over two years	31	Number of Dairy Heifers one to two years	9
Number of Dairy Calves under one year	2	Number of Dairy Bulls	2
Number of Dairy Herds (one animal constitutes a herd)	2	Number of Beef Cows over two years	4
Number of Beef Heifers one to two years	5	Number of Beef Calves under one year	3
Number of Beef Bulls	2	Number of Beef Steers	3
Number of Beef Herds (one animal constitutes a herd)	4		
Number of Oxen	0	Number of Horses (work & saddle)	43
Number of Ponies	12	Number of Goats	5
Number of Sheep	26	Number of Swine	1
Number of Swine Herds (one animal constitutes a herd)	1	Number of Poultry (Farms consisting of 25 birds or more)	38
Number of Poultry Flocks	1	Number of Ducks	9
Number of Geese	8		
Number of Reported Dog Bites	2	Number of Reported Cat Bites	1

ANIMAL CONTROL OFFICER

	<u>TOTALS</u>		<u>TOTALS</u>
Mileage	6,181.8	Complaints	262
Dogs to Marlborough Animal Hospital	2	Warnings	33
Cats to Marlborough Animal Hospital	1	Court Tickets	66
Dogs to Dog Orphans	1	Lost Dog Calls	89
Dogs to Framingham Pound	1	Lost Cat Calls	33
Cats to Framingham Pound	1	Resident Assists	71
Dogs killed by Cars	10	Dogs Returned to Owners	30
Cats killed by Cars	26	Selectmen's Hearings	1
Others	170		
Violation of Selectmen's orders (1)			\$100
Pick up fines and boarding fees			\$342
Licensed Kennels (14)			\$350
Licensed Kennels (4)			\$200
Licensed Kennels (4)			\$300
Outstanding unpaid citations (non-license and by-law)			17
Licensed Dogs			808

All public and private kennels inspected and found to be acceptable.

BOARD OF HEALTH

It has been a productive year for the Board of Health. Ella Walsh was hired as the Health Agent. Ms. Walsh is a Registered Sanitarian and she has worked both in the public sector as well as private industry. Although there appears to be a decrease in housing construction, soil testing (deep observation holes, ground water elevation determinations, and percolation tests) were witnessed for more than 90 lots. More than 30 subsurface sewage disposal systems were under construction during the year.

The Board of Health investigates complaints that may effect the health of the community. There were five reports of food borne illness and three housing complaints. In addition, the office is frequently contacted by citizens concerned about issues not within our jurisdiction such as improper dumping, streams that appear to be discolored, the quality of their drinking water and other environmental concerns; we direct people to the department or agencies that may be able to provide assistance and support to our community.

Public health nursing services are provided under contract by Assabet Valley Home Health Association, Inc. There were eight high blood pressure screening clinics throughout the year with over 30 residents at each of the clinics. In the fall a flu clinic was held at the Fire Station and 143 people received immunizations. Most of these people are at high risk of contracting the disease if exposed to it. The number of years that the flu clinics has been sponsored is lost in antiquity. For the more than 10 years the services of the Women's Club have been invaluable. We want to again thank the Women's Club members who donated their time to help process applications, and to provide coffee and invaluable support to the participants.

In the spring the annual Rabies Clinic was sponsored by the Board of Health and 39 dogs were vaccinated; a strong interest was shown for the immunization of cats. For over a quarter of a century one or more of these clinics have been held each year. Dr. Fraser and his office have provided this service for the last 17 years.

A workshop on food handling and safe temperatures was provided to the food service personnel of the Southborough School Department. Training was provided by the Worcester County Extension service. The enthusiastic participation of the school personnel made this a rewarding activity for our department.

Numerous permits and licenses are issued by the Board of Health. The following were issued during 1990:

Sewage Disposal Permits	88	Food Establishment Licenses	49
Milk Licenses	26	Well Applications	15
Pool Applications	21	Semi-Public Pool Licenses	3
Septic Hauler's Licenses	14	Septic Installer's Licenses	17
Recreational Day Camp Licenses	1	Stable Licenses	6
Massage Practitioner's Licenses	4	Massage Establishment's Licenses	3
Funeral Director's Licenses	1	Building Addition applications	33

The majority of these permits and licenses require plan review and one or more inspections. Additionally the Board of Health held 20 hearings for applicants wanting variances granted to the Sanitary Codes that regulate sewage disposal and food establishments.

CIVIL DEFENSE

Once again in 1990 the Town did not experience any situations which the Civil Defense had to be activated.

The Town's Civil Defense took part in the by-monthly checkerboard test.

The Director attended three seminars pertaining to Local Planning.

The "Comprehensive Emergency Management Plan" was reviewed, upgraded and approved by the Massachusetts Civil Defense Agency.

The "Local Emergency Planning Committee" has become active, and the committee is working on upgrading and testing this plan, which is a plan to handle any hazmat incident.

The Town's Civil Defense communication equipment is in dire need of upgrading.

The Town's Civil Defense is in need of volunteers to serve in different areas of expertise. If you would be interested in volunteering, please contact the Director at 485-3887.

I would like to thank all the Town Officials and Department Heads for their cooperation and assistance during the year.

SOUTHBOROUGH SCHOLARSHIP ADVISORY COMMITTEE

Funds on hand as of 7/1/89.....	\$1,539.53
Cash receipts July 1, 1989 - June 30, 1990.....	1,873.00
Interest Income.....	346.00
Total Income.....	\$3,758.53

Scholarship awards.....	\$1,500.00
Administrative Expense.....	0.00
Recertification Fees.....	25.00
Total Expenditures.....	\$1,525.00

Balance on Hand.....	\$2,233.53
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The Southborough Scholarship Committee was established at the 1987 Town Meeting and only receives funds from voluntary contributions from Southborough taxpayers. All the money received goes to Southborough students in the form of scholarships based on merit and need. There are no administrative costs since the committee is comprised of volunteer citizens.

In 1988 recipients were Robin Snyder and Gary Guzzi. In 1989 scholarships were given to John Lally, Elizabeth Badavas, Deborah Silver, Diana Tapper and Kerry Rouhan. In 1990 recipients were Shawn Maguire and Allison Moore. The goal for 1991 is to present three \$1000 scholarships. This goal could be reached if each taxpayer gave as little as \$1.00.

Contributions are accepted at anytime of the year and may be sent to the Southborough Scholarship Fund, Town House, Box 9109, Southborough, MA 01772-9109.

The Committee would like to thank all of the people and business entities who have contributed to this worthy cause. Thank you for your support.

FIRE DEPARTMENT

This is the annual report of the Fire Chief and Forest Warden for the year 1990.

The Southborough Business Association very graciously donated a defibrillator to the Fire Department, and seventeen Firefighters/E.M.T.'s donated their time to be trained in its use. The defibrillator is now in service. The Southborough Fire Department was the first ambulance service in the Marlborough Hospital Consortium to offer this service.

The Fire Department's personnel have all been trained in hazardous materials recognition and the Incident Command System. The Firefighters have all received the number of hours of training as required by the Federal Environmental Protection Agency.

Firefighter Joseph C. Mauro successfully completed the 160 hour Hazardous Material Technician course at the State Training Academy and is now a member of the District #14 regional Hazmat Team.

The Fire Department held twenty drills throughout the year.

The Fire Department received from the Commonwealth of Massachusetts a four wheel drive pickup truck at no cost to the Town. As soon as funds become available, this truck will be converted into a brush fire truck by the members of the Fire Department. This will replace the present brush fire truck.

At the time this report was written, the high pressure air compressor is out for bid. As soon as the bid is awarded, the compressor will be installed.

The Fire Department completed the following number of inspections and permits:

Smoke Detectors	105	Underground Tank Removal	11
Oil Burners	49	Chapter 21E Surveys	10
Blasting	17	Propane Gas Storage	9
Sprinkler	3	Tank Truck Inspection	8
Fireworks	2	Smokeless/Black Powder	7
Vapor Recovery System	1	Underground Tank Installation	2

The Fire Department responded to the following fire and medical calls in 1990.

Fire Calls

Investigations	205	Assistance	18
Automobile	19	Building	5
Chimney	3	Miscellaneous	2
Mutual Aid	14		

Ambulance Calls

Home	137	M.V.A	91
Industrial	81	Mutual Aid	20
Residents	124	Nonresidents	159

I would like to thank all of the employees of the Fire Department, Town Officials and all other Town Departments for their cooperation and assistance during the past year.

POLICE DEPARTMENT

During 1990 two full-time dispatchers resigned from the Department to accept positions as police officers elsewhere. Jeffrey Mutter and Richard Tompkins were replaced by two local men, Stephen Prior and David Monroe. In December our executive secretary/dispatcher, Nancy Gurin, retired after more than a decade of service to the Town. Jane Gray was appointed to fill that vacancy.

This year all personnel attended in-service training classes, Medical First Responder, CPR and Firearms. In addition, there are monthly updates in all areas of law enforcement. We have also attended a number of state-sponsored specialty classes and seminars.

We have investigated a number of important cases this year including child abuse and neglect, juvenile runaways, missing persons, fraud, uttering and larceny by check, burglaries and assaults. A number of arrests and convictions have been achieved.

Prevention and intervention continue to be the main concerns of the Police Department regarding school-age children. This year we have started the DARE Program and continue to offer the popular Officer Phil and other safety courses. DARE is an acronym for Drug Awareness Responsibility Education and targets grades 5 and 8.

The input we receive from townspeople is important to us. We are anxious to hear about your observations and concerns. We need to hear about anything that arouses your suspicions so that we may follow up on them. The input and cooperation we receive from other town departments continues to be excellent and is appreciated.

We continue to be plagued by shorthandedness and underfunding, but we also continue to do our very best in these trying times. We appreciate the support we receive from the residents of Southborough and rely on their understanding and cooperation.

YEARLY INCIDENT AND ACTIVITY REPORT

RAPE	0	MISSING PERSONS/JUV. RUNAWAYS	23
ROBBERY	1	DISTURBANCES	237
ASSAULTS	3	SUSPICIOUS ACTIVITY	872
BURGLARY	34	GENERAL SERVICES	791
LARCENY	84	BUSINESS ESCORTS	130
MOTOR VEHICLE THEFTS	9	ASSIST CITIZEN	566
VANDALISM	110	BUILDING CHECKS	3932
BURGLAR ALARMS UNFOUNDED	778	ANIMAL COMPLAINTS	58
DRUG LAW VIOLATIONS	4	ASSIST OTHER AGENCIES	761
LIQUOR LAW VIOLATIONS	6	PROTECTIVE CUSTODY	19
SUMMONS DELIVERIES	107	STOLEN M/V'S RECOVERED	8
ARRESTS	92	M/V ACCIDENTS	383
CIVIL COMPLAINTS	29	M/V VIOLATIONS	1986

Town Clerk



P R E C I N C T I
E L E C T I O N O F F I C E R S 1 9 9 0
(appointed)

Susanne S. Dumont, **Warden**
Lidia A. Kiley, **Deputy Warden**

INSPECTORS:

Sophia M. Coleman
Alphonsina A. Torcoletti
Mary E. White
Virginia H. Nemensky
Vernelle L. Cibelli
Joan A. Ferretti
Audrey M. Xavier
Helen L. Toomey
Betty J. Davis
Florence M. Reilly

TELLERS:

Joan E. Anderson
Ruth M. Anketell
Jacqueline G. Aspesi
Marilyn M. Aspesi
Patricia A. Aspinwall
Barbara Atchue
Lena Baldelli
Kathleen B. Bartolini
Anne C. Bartulis
Margaret A. Benson
Kathleen A. Berry
Ruth O. Berry
Rita J. Bertonassi
Katherine I. Best
Gladys R. Binder
Inez T. Busconi
Carol A. Carlson
Sheila M. F. Clark
Janice C. Conlin
Dorothy M. Delarda
Mary C. DeNorscia
Daisy A. Desimone
Helen M. Dupont
Anne T. Emma
Natalie J. Fantony
Susan M. Flanders
Alice Foley
Hazel T. Foote
Wayne A. Gates
Kathleen A. Geary
Marianne J. Geary
Linda D. Gibson
Bertha T. Ginga

Janet M. E. Mattioli, **Clerk**
Mary A. McCann, **Deputy Clerk**

INSPECTORS:

Ellen A. Boland
Catherine E. Gralton
Fred J. Quinn
Lena A. Carloni
Lorraine C. Gasparoni
Angeline Pessini
Elizabeth Hagopian
Caroline Pessini
Patricia B. Brewin
Irene Burkis Tibert

TELLERS:

Alice D. Gulbankian
Anne M. Huff
Elaine Kallander
Carolann R. Kane
Marie A. Kensinger
Patricia A. Lally
Kathleen Lane
Edith L. Levangie
Jean A. Maley
Robin A. Mason
Ann McDonald
Helen Maleones
Anne M. Merloni
Elizabeth L. Minnucci
Joan M. Misener
Ronetta J. Munroe
Carolyn A. Ostresh
Frances Pepe
Nicholas Petersante
Rosemary Petersante
June B. Phillipo
Theresa M. Prosperi
Beverly A. Rogers
Margaret A. Rogers
Gail B. Rowe
Alma Sahagian
Sahag Sahagian
Linda M. Shine
Alice J. Tomasetti
Jean M. Vacca
Elizabeth A. Vail
Karen A. White
Kathleen Zaniboni
Sharon A. Zaniboni

PRECINCT II
ELECTION OFFICERS 1990
(appointed)

Maxine Juliano, Warden
Patricia Richardson, Deputy Warden

INSPECTORS:

Alberta M. Mulhall
Suzanne P. Day
Rita J. McCarthy
Jean Scott Conti
Gina C. Pensalfini
Mary T. Quinn
Jill L. Brennan
Donna L. McDaniel

TELLERS:

Catherine D. Alsterlund
Joan A. Barry
Elaine W. Beals
Marguerite J. Clifford
Dorothy A. Cronin
Janet S. Denapoli
Robin A. Denman
Barbara H. Dorr
Pamela A. Doucet
Patricia B. Doyle
Joan I. Ellsworth
Maureen T. Ferris
Alice Brenda Gaffney
Janet R. Gorham
Madeline L. Gracia
Margaret M. Harding
Kathryn M. Henderson
Linda C. Hubley
Arlene M. Johnson
Dorothy D. Johnson
Robert P. Juliano
Rae T. Kay
Ann Marie Kelly
Maryann T. Lamy
Jean M. Lesieur
Marguerite L. Lisk
Eleanor E. MacLauchlan
Anne M. Maguire
Maryann Mahoney
Paula S. Martin
Marjorie A. McAuliffe

Gloria M. Aspesi, Clerk
Marguerite R. Aspesi, Deputy Clerk

INSPECTORS:

Mary T. Carr
James B. Denman
Lois W. Denman
Mary Aghjayan
Joan H. Ferri
Cheryl A. McAuliffe
Nancy F. Gill
Jean L. McCarthy
Carol E. Mahoney

TELLERS:

Sally A. McHugh
Justine S. McMeen
Mary E. Matthews
Elizabeth A. Meyer
Mary E. Mooney
Barbara L. Mullins
Delia A. Mulvaney
Janice E. Norcross
Marion C. O'Neill
Cyd C. Ostrovsky
Joanne T. Perkins
Mary T. Peterson
Loretta Prior
Mary Purcell
Susan M. Ricci
Rowena E. Robertson
Mary Rourke
Sondra L. Rynning
Anne Sarkis
Mary M. Stacey
Virginia A. Stone
Janice L. Sturgeon
Paul L. Sullivan
Martha L. Templeman
George N. Thibeault
Helen M. Thibeault
Carole A. Walsh
Dorothy R. Walsh
Carmella E. Willoughby
Sheila C. Wilson
Elaine A. Yetman

REPORT OF THE TOWN CLERK

ANNUAL TOWN MEETING Monday, April 23, 1990

At the Annual Town Meeting duly called and held in the A. S. Woodward Memorial School, Southborough, MA on Monday, April 23, 1990 at 7:00 P.M., the following Articles were voted upon in a legal manner. There was a quorum present, (150 voters = quorum, (537) voters were present).

Checkers:	Janet M. E. Mattioli	Lidia A. Kiley
	Susanne S. Dumont	Lois W. Denman

The Meeting was called to order at (7:32 P.M.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Betty J. Davis	17 Lyman Street
Wayne A. Gates	94 Oak Hill Road
Frederick S. Smith, III	11 Foley Drive
Edward J. McCarthy	181 Cordaville Road

A moment of silence was observed in memory of those people that have served the Town in the past and this year particularly, in memory of Lorraine C. Keller and Sereno W. Johnson.

Moderator Wilson asked everyone to remain standing as the Girl Scouts came down to present the Colors led by Elma M. Stipe and the Honor Guard of Tricia Possemato, Joanna Steele, Lynne Schiebe, Katie and Beth Cartier and Freida Harper.

Moderator Wilson had requests from the following non-voters to attend the Annual Town Meeting:

Robert E. Melican, Asst. Superintendent of Schools.
Laurie Sugarman-Whittier, Southborough Youth Commission.
Ellen Piontek, Southborough Youth Commission.
Dennis M. DiSalvo, Superintendent of Southborough Schools.
Perry P. Davis, Asst. Superintendent of Schools.

There being no objections from the floor, it was voted to allow the above non-voters to remain.

The boundaries of the hall were outlined by the Moderator to include all of the floor area - with the exception of the bleachers on the left side of the room. These bleachers were for the non-registered (non-voting) public.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for the Town Meeting by the Constable.

It was voted Unanimously to waive the reading of the Warrant.

ARTICLE 1: To hear reports of the various Town Officers and Committees and to take such action thereon as the Town may vote:

ADVISORY COMMITTEE: Chairman, Carl Kooyoomjian, reported on LOCAL AID and LEVEL FUNDING.

ASSABET VALLEY REGIONAL VOCATIONAL SCHOOL DISTRICT COMMITTEEMAN: James B. Denman presented a RESOLUTION for Annual Town Meeting, 1990 (Non-Binding) as follows:

That the Town Meeting direct its Senator and Representative in the General Court, through the Board of Selectmen, to work aggressively to ensure that:

a. No more local or school aid be withheld from towns and regional schools in Fiscal Year 1990 and

b. Local and school state aid be restored at least to the Fiscal Year 1989 level for the Fiscal Year 1991.

c. These provisions cover all elements of state aid paid under Chapter 70 and Chapter 71 of the General Laws of the Commonwealth of Massachusetts.

VOTED UNANIMOUSLY: To accept the reports of the various Town Officers and Committees as read,

ARTICLE 2: To see if the Town will vote to extend the terms by one year of the Town Government Study Committee (created by Article 49, ATM 1989), or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) VOTED UNANIMOUSLY.

ARTICLE 3: To see if the Town will vote to fix for the fiscal year beginning July 1, 1990 and ending June 30, 1991, the annual salary compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	25	Board of Health (3)	450
Town Clerk	10,000	Water Commissioners (3)	450
Selectmen (3)	3,000	Cemetery Commissioners (3)	150
Assessors (3)	1,500	Tree Warden	25
School Committee (5)	500		

or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$16,100.00 for the fiscal year beginning July 1, 1990 and ending June 30, 1991, the annual salary and compensation of elective officers of the Town as provided by Section 108 of Chapter 41 of the General Laws, as amended:

Moderator	25	Board of Health (3)	450
Town Clerk	10,000	Water Commissioners (3)	450
Selectmen (3)	3,000	Cemetery Commissioner (3)	150
Assessors (3)	1,500	Tree Warden	25
School Committee (5)	500		

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 4: To see if the Town will vote to accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, Harvard Community Health Plan, L'Abri Fellowship, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted, or do or act anything in relation thereto.

MOTION MADE: That the Town accept any sum of money from St. Mark's School, Fay School, Harvard Medical School New England Regional Primate Research Center, New England School for Autism, L'Abri Fellowship, and any other contributor and deposit same amount in Estimated Receipts Account, and determine what disposition shall be made of the same, if accepted.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 5: To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow from time to time in anticipation of revenue of the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, and to issue a note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17, or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

MOTION MADE: To move forward ARTICLE 47 before ARTICLE 6.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 47: To see if the Town will vote to accept the provisions of Section 41 of Chapter 553 of the Acts of 1989 regarding quarterly tax bills, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) PASSED by MAJORITY VOTE.

ARTICLE 6: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate a sum of money to be used for expenses incurred for Municipal Bonds or State House notes issued by the Town in the fiscal year beginning July 1, 1990 and ending June 30, 1991, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$1,500.00 to be used for expenses incurred for Municipal Bonds or State House notes issued by the Town in the fiscal year beginning July 1, 1990 and ending June 30, 1991.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 7: To hear the report of the Capital Budget Planning Committee, or do or act anything in relation thereto:

VOTED UNANIMOUSLY: To hear the report of the Capital Budget Planning Committee.

ARTICLE 8: To see if the Town will vote to amend the Personnel Salary Administration Plan, Chapter 31 Personnel of the Code of the Town of Southborough, as follows:

- (1) Section 12. Employee Benefits, subsection B. Vacations with pay, add at end of subsection (2): "Vacations must be taken in the fiscal year in which they are due, and shall not accumulate from year to year."
- (2) Delete Section 22, and inserting the following:

SECTION 22. POSITION CLASSES, SALARY, WAGE AND MISCELLANEOUS SCHEDULE

SCHEDULE A

CLASS	GRADE
Page, Library.....	3
Clerk, Library.....	5
Clerk, Recreation.....	5
Maintenance Custodian.....	5
Secretary I, Town Committee.....	8
Police Dispatcher (part time).....	8
Library Assistant.....	8
Reserve Police Officer (part time).....	9
Animal Control Officer.....	10
Administrative Secretary, Conservation Commission.....	10
Prevention Coordinator, Youth Commission.....	12
Tree Warden.....	12
Program Director, Recreation Commission.....	13
Cemetery Superintendent.....	13
Town Accountant.....	15
Agent, Board of Health.....	15
Youth Director, Youth Commission.....	15
Building Inspector.....	15
Assistant Assessor/Appraiser.....	15
Treasurer/Collector.....	16
Librarian.....	16
Water Superintendent.....	16
Town Planner.....	18
Highway Superintendent.....	18
Administrative Assistant.....	20
Police Chief.....	20
Fire Chief.....	20

SCHEDULE B

SALARY SCHEDULE

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
20	41,830	43,618	45,408	47,269	49,207	51,225
19	39,462	41,149	42,838	44,594	46,422	48,326
18	37,227	38,820	40,413	42,068	43,794	45,591
17	35,120	36,623	38,125	39,687	41,315	43,010
16	32,824	34,226	35,631	37,093	38,613	40,195
15	30,392	31,692	32,991	34,344	35,752	37,218
14	27,883	29,076	30,267	31,509	32,801	34,145
13	25,346	26,431	27,515	28,644	29,818	31,041
12	22,835	23,813	24,789	25,806	26,863	27,965
11	10.55	11.00	11.46	11.93	12.41	12.92
10	9.53	9.93	10.34	10.76	11.20	11.66
9	8.99	9.37	9.75	10.15	10.56	11.00
8	8.55	8.93	9.30	9.68	10.07	10.48
7	8.16	8.50	8.85	9.20	9.58	9.97
6	7.78	8.10	8.42	8.77	9.14	9.51
5	7.38	7.71	8.02	8.35	8.69	9.05
4	7.04	7.34	7.65	7.95	8.28	8.62
3	6.71	6.99	7.28	7.57	7.89	8.20

Longevity Pay For Full-Time Continuous Employment

20 Hours or More

After 5 years.....	\$250 per annum
After 10 years.....	\$350 per annum
After 15 years.....	\$450 per annum

SCHEDULE C

MISCELLANEOUS PUBLIC SAFETY COMPENSATION (NOT COVERED BY COLLECTIVE BARGAINING)

<u>FIRE DEPARTMENT</u>	<u>Brush & Forest Fire</u> <u>Hourly</u>	<u>Annual Call Pay</u>
Call Deputy Fire Chief	14.46	\$1,744.55
Call Fire Captain	11.40	1,057.99
Call Fire Lieutenant	10.22	885.40
Call Fire Fighter 1	9.02	712.82
Call Fire Fighter 2	4.52	357.67

When a call fire fighter works in place of a permanent fire fighter he is reimbursed on an hourly basis equal to the first step of a permanent fire fighter.

SCHEDULE D

MISCELLANEOUS COMPENSATION SCHEDULE

General Group

Arts Center Director.....	(Annual) 7,510.91
Animal Inspector (P.T.).....	(Annual) 467.71
Civil Defense.....	(Annual) 624.03
Clerk, Board of Registrars (P.T.).....	(Annual) 1,245.56
Election Warden (P.T.).....	(Hourly) 7.14
Election Worker (P.T.).....	(Hourly) 6.11
Registrar of Voters (P.T.).....	(Annual) 156.33
Slaughtering Inspector (P.T.).....	(Annual) 467.71
Town Counsel (P.T.).....	(Annual) (plus fees) 1,295.59
Veterans' Agent and Director of Veterans' Services.....	(Annual) 5,610.05 - 6,231.57 - 6,853.10 - 7,477.14
Summer Program Assistant, Youth Commission.....	(Hourly) 6.56
Seasonal Laborer.....	(Hourly) 5.24 - 5.40 - 5.54
Library Page (P.T.).....	(Hourly) 5.24 - 5.40 - 5.54
Playground Supervisors.....	(Hourly) 7.37 - 10.32
Playground Aides.....	(Hourly) 3.70
Swimming Director.....	(Hourly) 11.80 - 14.76
Swimming Instructors.....	(Hourly) 5.90 - 10.32
Swimming Aide.....	(Hourly) 3.70 - 5.90
Tennis Coordinator.....	(Annual) 368.92
Tennis Instructor.....	(Annual) 368.92
Skating Aide.....	(Hourly) 7.37
Wiring Inspector.....	(Annual) 8,753.97
Sealer of Weights & Measures.....	(Annual) 625.85

or do or act anything in relation thereto.

MOTION MADE: To correct SECTION 22, Schedule A, Class, BUILDING INSPECTOR and ASSISTANT ASSESSOR/APPRaiser, Grade 15 to read: BUILDING INSPECTOR and ASSISTANT ASSESSOR/APPRaiser, Grade 16.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

MOTION MADE: To increase any starting wage below \$3.80 per hour to the Federal minimum wage or \$3.80 per hour. Should the State minimum wage be raised above \$3.80, the minimum will be raised to the State minimum, whichever is higher.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

MAIN MOTION (as amended) MADE: To amend the Personnel Salary Administration Plan, Chapter 31 Personnel of the Code of the Town of Southborough as follows:

(1) Section 12. Employee Benefits, subsection B. Vacations with pay, add at end of subsection (2): "Vacations must be taken in the fiscal year in which they are due, and shall not accumulate from year to year."

(2) Delete Section 22, and inserting the following:

SECTION 22. POSITION CLASSES, SALARY, WAGE AND MISCELLANEOUS SCHEDULE

SCHEDULE A

CLASS	GRADE
Page, Library.....	3
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Clerk, Recreation.....	5
Maintenance Custodian.....	5
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Police Dispatcher (part time).....	8
Library Assistant.....	8
Reserve Police Officer (part time).....	9
Animal Control Officer.....	10
Administrative Secretary, Conservation Commission.....	10
Prevention Coordinator, Youth Commission.....	12
Tree Warden.....	12
Program Director, Recreation Commission.....	13
Cemetery Superintendent.....	13
Town Accountant.....	15
Agent, Board of Health.....	15
Youth Director, Youth Commission.....	15
Building Inspector.....	16
Assistant Assessor/Appraiser.....	16
Treasurer/Collector.....	16
Librarian.....	16
Water Superintendent.....	16
Town Planner.....	18
Highway Superintendent.....	18
Administrative Assistant.....	20
Police Chief.....	20
Fire Chief.....	20

SCHEDULE B

SALARY SCHEDULE

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
20	41,830	43,618	45,408	47,269	49,207	51,225
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18	37,227	38,820	40,413	42,068	43,794	45,591
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11	10.55	11.00	11.46	11.93	12.41	12.92
10	9.53	9.93	10.34	10.76	11.20	11.66
9	8.99	9.37	9.75	10.15	10.56	11.00
8	8.55	8.93	9.30	9.68	10.07	10.48
7	8.16	8.50	8.85	9.20	9.58	9.97
6	7.78	8.10	8.42	8.77	9.14	9.51
5	7.38	7.71	8.02	8.35	8.69	9.05
4	7.04	7.34	7.65	7.95	8.28	8.62
3	6.71	6.99	7.28	7.57	7.89	8.20

**Longevity Pay For Full-Time Continuous Employment
20 Hours or More**

After 5 years.....	\$250 per annum
After 10 years.....	\$350 per annum
After 15 years.....	\$450 per annum

SCHEDULE C

MISCELLANEOUS PUBLIC SAFETY COMPENSATION (NOT COVERED BY COLLECTIVE BARGAINING)

<u>FIRE DEPARTMENT</u>	<u>Brush & Forest Fire Hourly</u>	<u>Annual Call Pay</u>
Call Deputy Fire Chief	14.46	\$1,744.55
Call Fire Captain	11.40	1,057.99
Call Fire Lieutenant	10.22	885.40
Call Fire Fighter 1	9.02	712.82
Call Fire Fighter 2	4.52	357.67

When a call fire fighter works in place of a permanent fire fighter he is reimbursed on an hourly basis equal to the first step of a permanent fire fighter.

SCHEDULE D

MISCELLANEOUS COMPENSATION SCHEDULE

General Group

Arts Center Director.....(Annual) 7,510.91
 Animal Inspector (P.T.).....(Annual) 467.71
 Civil Defense.....(Annual) 624.03
 Clerk, Board of Registrars (P.T.).....(Annual) 1,245.56
 Election Warden (P.T.).....(Hourly) 7.14
 Election Worker (P.T.).....(Hourly) 6.11
 Registrar of Voters (P.T.).....(Annual) 156.33
 Slaughtering Inspector (P.T.).....(Annual) 467.71
 Town Counsel (P.T.).....(Annual) (plus fees) 1,295.59
 Veterans' Agent and
 Director of Veterans' Services.....(Annual) 5,610.05 - 6,231.57 - 6,853.10 - 7,477.14
 Summer Program Assistant, Youth Commission.....(Hourly) 6.56
 Seasonal Laborer.....(Hourly) 5.24 - 5.40 - 5.54
 Library Page (P.T.).....(Hourly) 5.24 - 5.40 - 5.54
 Playground Supervisors.....(Hourly) 7.37 - 10.32
 Playground Aides.....(Hourly) 3.70
 Swimming Director.....(Hourly) 11.80 - 14.76
 Swimming Instructors.....(Hourly) 5.90 - 10.32
 Swimming Aide.....(Hourly) 3.70 - 5.90
 Tennis Coordinator.....(Annual) 368.92
 Tennis Instructor.....(Annual) 368.92
 Skating Aide.....(Hourly) 7.37
 Wiring Inspector.....(Annual) 8,753.97
 Sealer of Weights & Measures.....(Annual) 625.85

MAIN MOTION (as amended): PASSED by MAJORITY VOTE.

ARTICLE 9: To see if the Town will vote to raise a sum of money not to exceed the sum of \$10,126,092.00 as may be necessary, for the Town's use, and make appropriations of the same; or do or act anything in relation thereto.

MOTION MADE: That the Town vote to raise a sum of money not to exceed the sum of \$10,126,092.00 as may be necessary, for the Town's use, and make appropriations of the same.

MOTION: To divide the question.

MOTION: To take an umbrella vote on those budgets which do not have a hold on them. This one vote will have the effect of voting each separately.

MOTION: That the Town vote a sum of \$9,838,383.00 for the operation of the General Government as follows:

Transfer from Cemetery Reserve to be applied to the Cemetery Budget \$15,000.00.

Transfer from Overlay Reserve \$25,000.00.

MOTION: That the balance of \$9,798,383.00 be raised and appropriated.

VOTED UNANIMOUSLY: To raise a sum of money not to exceed the sum of \$10,126,092.00 as may be necessary, for the Town's use, and make appropriations of the same.

To divide the question.

To take an umbrella vote on those budgets which do not have a hold on them. This one vote will have the effect of voting each separately.

That the Town vote a sum of \$9,838,383.00 for the operation of the General Government as follows:

Transfer from Cemetery Reserve to be applied to the Cemetery Budget \$15,000.00.

Transfer from Overlay Reserve \$25,000.00.

That the balance of \$9,798,383.00 be raised and appropriated, as follows:

TOWN ADMINISTRATION

<u>BUDGET NAME</u>	<u>FY 1991 REQUEST</u>	
<u>135 TOWN ACCOUNTANT</u>		
110 Salaries	40,409	
100 Total Personal Services	40,409	
302 Prof. Services	9,180	
304 Medical Exams	0	
342 Legal Notices	50	
200 Total Purchase of Services	9,230	
420 Office Supplies	0	
400 Total Supplies	0	
700 Other Charges	640	
800 Capital Outlay	0	
TOTAL	50,279	48,332
		-7,000
		* 41,332

*MOTION MADE: To reduce the Town Accountant Budget by \$7,000.00 from \$48,332.00 to \$41,332.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

<u>14 MODERATOR</u>	
700 Other Charges	60
TOTAL	60

MODERATOR budget PASSED by MAJORITY VOTE as is, \$60.00.

<u>BUDGET NAME</u>	<u>FY 1991 REQUEST</u>
<u>145 TREASURER/COLLECTOR</u>	
110 Salaries	104,301
100 Total Personal Services	104,301
303 Tax Title Legal	200
342 Legal Notices	0
380 Contracted Services	1,500
381 Note Certification	200
382 Bank Service Chg.	10,000
200 Total Purchase of Services	11,900
420 Office Supplies	5,000
400 Total Supplies	5,000
700 Other Charges	2,500
800 Capital Outlay	0
TOTAL	123,701

TREASURER/COLLECTOR budget VOTED UNANIMOUSLY as is, \$123,701.00.

<u>141 ASSESSORS</u>	
110 Salaries	81,826
100 Total Personal Services	81,826
581 Maps	0
582 Deeds & Plans	500
200 Total Purchase of Services	500
420 Office Supplies	400
400 Total Supplies	400
700 Other Charges	4,150
800 Capital Outlay	0
TOTAL	86,876

ASSESSORS budget VOTED UNANIMOUSLY as is, 86,876.00

<u>119 ADVISORY COMMITTEE</u>	
700 Other Charges	115
TOTAL	115

ADVISORY COMMITTEE budget PASSED by MAJORITY VOTE, as is, \$115.00.

<u>161 TOWN CLERK</u>	
110 Salaries	24,978
100 Total Personal Services	24,978
240 Equipment Repair	0
304 Medical Exams	0
346 Report of Vital Statistics	180
421 Storage of Microfilm	50
583 Dog Licenses	500
200 Total Purchase of Services	730
420 Office Supplies	300
400 Total Supplies	300
700 Other Charges	860
800 Capital Outlay	60
TOTAL	26,928
	-2,816
	*24,112

BUDGET NAMEFY 1991 REQUEST

*MOTION MADE: To reduce the TOWN CLERKS budget by \$2,816.00 should read \$24,112.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

162 ELECTIONS & REGISTRATION

110 Salaries	33,356
100 Total Personal Services	33,356
240 Equipment Repair	75
343 Street Listings	4,400
580 Town Meeting Expenses	800
200 Total Purchase of Services	5,275
420 Office Supplies	800
400 Total Supplies	800
700 Other Charges	1,538
800 Capital Outlay	0
TOTAL	40,969

ELECTIONS & REGISTRATION budget VOTED UNANIMOUSLY as is, \$40,969.00

175 PLANNING BOARD

110 Salaries	53,475
100 Total Personal Services	53,475
304 Medical Exams	0
340 Printing Services	200
342 Legal Notices	500
380 Contracted Services	0
200 Total Purchase of Services	700
420 Office Supplies	150
400 Total Supplies	150
700 Other Charges	315
800 Capital Outlay	0
TOTAL	54,640

PLANNING BOARD budget VOTED UNANIMOUSLY as is, \$54,640.00.

152 PERSONNEL BOARD

110 Salaries	1,215
100 Total Personal Services	1,215
700 Other Charges	20
TOTAL	1,235
	- 69
	*1,166

*MOTION MADE: To reduce the PERSONNEL BOARD budget by \$69.00, should read \$1,166.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

BUDGET NAMEFY 1991 REQUESTGENERAL ADMINISTRATION

110 Salaries	126,336
100 Total Personal Services	126,336
210 Electricity-street lights	81,000
210 Electricity	7,760
212 Heat	7,000
230 Water	310
244 Building Maint. & Repair	8,000
247 Grounds Maintenance	3,000
253 Computer Services	22,000
273 Postage Meter Rental	450
304 Medical Exams	500
308 Legal	36,000
340 Printing	5,000
341 Telephone	10,406
342 Legal Notices	1,200
344 Postage	12,300
380 Contracted Services	41,340
200 Total Purchase of Services	236,266
420 Office Supplies	5,170
421 Storage of Microfilm	0
422 Photocopying Supplies	2,500
481 Gasoline	35,300
510 Books	0
584 Computer Supplies	3,645
599 Service Supplies	0
400 Total Supplies	46,615
700 Other charges	8,440
800 Capital Outlay	0
TOTAL	417,657
	- 1,500
	*416,157

*MOTION MADE: To reduce the GENERAL ADMINISTRATION budget by \$1,500.00, should read \$416,157.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

INSURANCE

170 Blue-Cross - Health	202,829
171 HMO - Health	102,229
172 Group Life Insurance	4,450
173 Dental - Health	43,545
174 Workers' Compensation	100,254
746 Police/Fire Accident	6,334
751 Medicare	23,976
Trust Fund - Unemployment	4,000
100 Total Personal Services	487,618
301 Consulting Services	11,000
200 Total Purchase of Services	11,000
740 Auto Insurance	38,862

BUDGET NAMEFY 1991 REQUESTInsurance (cont.)

741 Boiler Insurance	1,276
742 General Liability	64,060
743 Public Officials	3,500
744 School Committee	3,342
745 Police Liability	16,143
747 Fire/EMT Liability	5,056
749 Fidelity and Crime	0
750 Youth Director	721
700 Total Other Charges	132,960
TOTAL	631,578
	-24,551
	*607,027

*MOTION MADE: To reduce the INSURANCE budget by \$24,551.00, should read \$607,027.00
MOTION: (as stated above) VOTED UNANIMOUSLY.

PUBLIC SAFETY

210 POLICE DEPARTMENT

110 Salaries	585,203
190 Employee Allowance	9,000
100 Total Personal Services	594,203
210 Electricity	3,000
211 Heat & Oil	4,000
230 Water	150
241 Vehicle Maint. & Repair	3,000
242 Radio Repair	2,000
243 Service Equipment	2,000
304 Medical Exams	350
341 Telephone	5,000
342 Legal Notices	100
344 Postage	450
200 Total Purchase of Services	20,050
599 Service Supplies	1,200
500 Total Supplies	1,200
700 Other Charges	7,350
800 Capital Outlay	4,000
TOTAL	626,803
	-35,204
	*591,599

*MOTION MADE: To reduce the POLICE DEPARTMENT budget by \$35,204.00 should read,
\$591,599.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

BUDGET NAMEFY 1991 REQUEST220 FIRE DEPARTMENT

110 Salaries	416,535
190 Employee Allowance	8,300
100 Total Personal Services	424,835
210 Electricity	6,000
211 Heat & Oil	2,800
230 Water	220
241 Vehicle Maintenance & Repair	6,500
243 Service Equipment	4,000
244 Building Maintenance & Rep	3,500
341 Telephone	4,200
200 Total Purchase of Services	27,220
420 Office Supplies	800
480 Grease & Oil	700
599 Service Supplies	3,500
400 Total Supplies	5,000
700 Other Charges	3,900
800 Capital Outlay	12,000
TOTAL	472,955
	-12,926
	*460,029

*MOTION MADE: To reduce the FIRE DEPARTMENT budget by \$12,926.00 should read, \$460,029.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

241 BUILDING DEPARTMENT

110 Salaries	47,099
100 Total Personal Services	47,099
380 Contracted Services	0
200 Total Purchase of Services	0
420 Office Supplies	0
530 Building Supplies	250
400 Total Supplies	250
700 Other Charges	3,930
800 Capital Outlay	0
TOTAL	51,279

BUILDING DEPARTMENT budget PASSED by MAJORITY VOTE as is, 51,279.00.

245 WIRING INSPECTOR

110 Salaries	8,753
100 Total Personal Services	8,753

WIRING INSPECTOR budget PASSED by MAJORITY VOTE as is, \$8,753.00.

243 PLUMBING INSPECTOR

110 Salaries	6,000
100 Total Personal Services	6,000

PLUMBING INSPECTOR budget VOTED UNANIMOUSLY as is, \$6,000.00.

BUDGET NAMEFY 1991 REQUEST292 ANIMAL CONTROL OFFICER

110 Salaries	23,781
100 Total Personal Services	23,781
270 Facility Rental	3,000
341 Telephone	75
383 Care and Destruction	500
200 Total Purchase of Services	3,575
420 Office Supplies	50
599 Service Supplies	100
400 Total Supplies	150
700 Other Charges	882
800 Capital Outlay	0
TOTAL	28,388
	-2,020
	*26,368

*MOTION MADE: To reduce the ANIMAL CONTROL OFFICER budget by \$2,020.00 should read, \$26,368.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

291 CIVIL DEFENSE

110 Salaries	710
100 Total Personal Services	710
245 Equipment Repairs	250
341 Telephone	400
200 Total Purchase of Services	650
700 Other Charges	750
800 Capital Outlay	0
TOTAL	2,110
	-221
	*1,889

*MOTION MADE: To reduce the CIVIL DEFENSE budget by \$221.00 should read, \$1,889.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

247 ANIMAL INSPECTOR

110 Salaries	467
100 Total Personal Services	467
420 Office Supplies	10
400 Total Purchase of Supplies	10
700 Other Charges	0
TOTAL	477

ANIMAL INSPECTOR budget VOTED UNANIMOUSLY as is, \$477.00

BUDGET NAMEFY 1991 REQUEST

PUBLIC WORKS

491 CEMETERY DEPARTMENT

110 Salaries	56,820
190 Employee Allowance	400
100 Total Personal Services	57,220
210 Electricity	500
211 Heat & Oil	810
230 Water	500
241 Vehicle Maint. & Repair	600
244 Building Maint. & Repair	400
245 Equipment Repairs	350
304 Medical Exams	250
341 Telephone	500
342 Legal Notices	125
344 Postage	65
200 Total Purchase of Services	4,100
420 Office Supplies	0
599 Service Supplies	975
400 Total Supplies	975
700 Other Charges	0
800 Capital Outlay	0
TOTAL	62,295
	-20,626
	*41,669

*MOTION MADE: To reduce the CEMETERY DEPARTMENT budget by \$20,626.00 should read, \$41,669.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

420 HIGHWAY DEPARTMENT

110 Salaries	336,337
190 Employee Allowance	4,600
100 Total Personal Services	340,937
210 Electricity	4,000
211 Heat & Oil	4,000
230 Water	200
242 Radio Repair	300
244 Building Maint. & Repair	4,500
245 Equipment Repairs	4,000
246 Traffic Signal Maintenance	2,000
271 Equipment Rental	3,000
272 Equipment Lease Purchase	0
290 Weather Servicer Incl. Sno	11,375
292 Rubbish Removal	0
293 Refuse Disposal	120,000
341 Telephone	2,200
342 Legal Notices	300
344 Postage	50
345 Advertising	50
200 Total Purchase of Services	155,975

BUDGET NAMEFY 1991 REQUESTHighway Department (cont.)

420 Office Supplies	600
480 Grease & Oil	1,500
490 Meals, Snow	500
531 Highway Paint	7,100
532 Parts	20,000
533 Garage Equipment	500
534 Gravel, Stone & Fill	1,000
535 Salt Salt & S	28,000
536 Sand	16,250
537 Bituminous	3,000
538 Signs	2,500
539 Drainage Material	3,500
540 Guard Rail	1,000
541 Small Tools	1,300
542 DPW Service Supplies	3,000
400 Total Supplies	89,750
700 Other Charges	1,220
841 Maintain Town Road	0
851 Construction Equipment	2,500
852 Radio Purchase	1,500
800 Total Capital Outlay	4,000
TOTAL	591,882
	-50,736
	*541,146

*MOTION MADE: To reduce the HIGHWAY DEPARTMENT budget by \$50,736 should read \$541,146.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

451 WATER DEPARTMENT

110 Salaries	211,748
190 Employee Allowance	2,770
Pension	15,654
Work Comp.	10,272
Employee Insurance	14,279
100 Total Personal Services	254,723
210 Electricity	24,642
211 Heat	1,000
241 Vehicle Maint. & Repair	3,000
242 Radio Repair	800
244 Building Maint. & Repair	4,000
249 Small Engine Repairs	300
250 Meter Repairs	1,000
251 Hydrant Repairs	4,000
252 Compressor Repairs	400
271 Equipment Rental	500
295 Service Connection	8,000
296 MDC Payment	92,870
297 Snow Removal Not by Emp	1,000

BUDGET NAMEFY 1991 REQUESTWater Department (cont.)

304 Medical Exams	75
341 Telephone	2,640
342 Legal Notices	300
344 Postage	1,693
345 Advertising	300
380 Misc Contracted Services	11,000
200 Total Purchase of Services	157,520
410 Propane	2,100
420 Office Supplies	2,085
541 Small Tools	1,200
543 Pipes & Fittings	5,500
544 Meters & Fittings	5,500
545 Stat Supplies/Pumping Stat	7,800
400 Total Supplies	24,185
700 Other Charges	2,950
800 Capital Outlay	3,500
TOTAL	442,878

WATER DEPARTMENT budget VOTED UNANIMOUSLY as is, \$442,878.00.

248 INSECT/PEST CONTROL

110 Salaries	10,887
100 Total Personal Services	10,887
245 Equipment Repairs	500
305 Pest Control Services	7,000
200 Total Purchase of Services	7,500
400 Service Supplies	500
400 Total Supplies	500
800 Capital Outlay	500
TOTAL	19,387
	-966
	*18,421

*MOTION MADE: To reduce the INSECT/PEST CONTROL budget by \$966.00 should read \$18,421.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

294 TREE WARDEN

110 Salaries	14,873
190 Employee Allowance	100
100 Total Personal Services	14,973
245 Equipment Repairs	500
305 Tree Experts	8,000
345 Advertising	100
200 Total Purchase of Services	8,600

BUDGET NAMEFY 1991 REQUESTTree Warden (cont.)

400 Service Supplies	500
400 Total Supplies	500
700 Other Charges	610
800 Capital Outlay	1,000
TOTAL	25,683
	-2,229
	*23,454

*MOTION MADE: To reduce the TREE WARDEN budget by \$2,229.00 should read, \$23,454.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

HEALTH and WELFARE511 BOARD OF HEALTH

100 Salaries	51,807
100 Total Personal Services	51,807
292 Rubbish Removal	0
294 Septage Disposal	13,000
307 Nursing Services	4,500
345 Advertising	1,200
Inspectors	0
200 Total Purchase of Services	18,700
420 Office Supplies	0
599 Service Supplies	100
400 Total Supplies	100
700 Other Charges	2,527
800 Capital Outlay	50
TOTAL	73,184
	-3,139
	*70,045

*MOTION MADE: To reduce the BOARD OF HEALTH budget by \$3,139.00 should read, \$70,045.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

543 VETERANS' SERVICES

110 Salaries	7,477
100 Total Personal Services	7,477
420 Office Supplies	0
400 Total Supplies	0
700 Other Charges	12,300
TOTAL	19,777

VETERANS' SERVICES budget PASSED by MAJORITY VOTE as is, \$19,777.00.

BUDGET NAMEFY 1991 REQUEST632 YOUTH COMMISSION

110 Salaries	63,670
100 Total Personal Services	63,670
380 Contracted Services	7,609
200 Total Purchase of Services	7,609
420 Office Supplies	350
599 Service Supplies	0
400 Total Supplies	350
700 Other Charges	2,075
800 Capital Outlay	0
TOTAL	73,704
	<u>-3,175</u>
	*70,529

*MOTION MADE: To reduce the YOUTH COMMISSION budget by \$3,175.00 should read, \$70,529.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

541 COUNCIL ON AGING

380 Misc. Contracted Services	4,100
200 Total Purchase of Supplies	4,100
599 Service Supplies	500
400 Total Supplies	<u>500</u>
TOTAL	4,600

COUNCIL ON AGING budget VOTED UNANIMOUSLY as is, \$4,600.00.

CULTURE and RECREATION610 LIBRARY

100 Salaries	117,444
100 Total Personal Services	117,444
210 Electricity	8,500
211 Heat and Oil	4,000
230 Water	150
244 Building Maintenance	4,000
245 Equipment Repairs	1,200
341 Telephone	1,700
200 Total Purchase of Services	19,550
420 Office Supplies	1,500
510 Books	15,789
511 Audio-visual	300
599 Service Supplies	0
400 Total Supplies	17,589
700 Other Charges	250
800 Capital Outlay	0
TOTAL	<u>154,833</u>

MOTION MADE: To reduce the LIBRARY budget by \$4,038.00, should read \$150,795.00.

BUDGET NAMEFY 1991 REQUESTLibrary (cont.)

MOTION: (as stated above) DEFEATED UNANIMOUSLY.

LIBRARY budget PASSED by MAJORITY VOTE as is, \$154,833.00.

631 RECREATION

100 Salaries	25,320
100 Total Personal Services	25,320
247 Grounds Maintenance	275
271 Equipment Rental	100
345 Advertising	50
380 Contracted Services	3,375
200 Total Purchase of Services	3,800
420 Office Supplies	600
599 Service Supplies	375
400 Total Supplies	975
700 Other Charges	950
800 Capital Outlay	0
TOTAL	31,045

RECREATION budget VOTED UNANIMOUSLY as is, \$31,045.00.

171 CONSERVATION COMMISSION

110 Salaries	8,480
100 Total Personal Services	8,480
245 Equipment Repairs	0
247 Grounds Maintenance	800
274 P O Box Rental	5
344 Postage	15
380 Misc. Contracted Ser.	0
200 Total Purchase of Services	820
420 Office Supplies	50
400 Total Supplies	50
700 Other Charges	200
800 Capital Outlay	0
TOTAL	9,550

CONSERVATION COMMISSION budget VOTED UNANIMOUSLY as is, \$9,550.00.

633 HISTORICAL COMMISSION

420 Office Supplies	300
341 Telephone	0
400 Total Supplies	300
700 Other Charges	200
TOTAL	500
	-70
	*430

*MOTION MADE: To reduce the HISTORICAL COMMISSION budget by \$70.00 should read, \$430.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

DEBT AND INTEREST

750 INTEREST ON DEBT

NOTES:

Water Tank	0
Water Extension	0
Water Extension	0
Water Extension	25,020
Fire Equipment	0

BONDS:

Library	82,030
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900 Debt Service	107,050
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INTEREST ON DEBT budget VOTED UNANIMOUSLY as is, \$107,050.00.

710 DEBT SERVICE

NOTES:

Water Tank	0
Water Extension	0
Water Extension	0
Water Extension	80,000
Fire Equipment	0

BONDS:

Library	130,000
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900 Debt Service	210,000
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DEBT SERVICE budget VOTED UNANIMOUSLY as is, \$210,000.00.

RESERVE FUND	75,000
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RESERVE FUND budget VOTED UNANIMOUSLY as is, \$75,000.00.

SCHOOL DEPARTMENT

SOUTHBOROUGH SCHOOLS:REGULAR DAY PROGRAMS

Administration	
School Committee	12,100
Superintendent's Office	117,067
Instruction	0
Supervision	32,900
Principal's Office	213,570
Teaching	2,115,028
Textbooks	29,431
Library Services	70,524
Audio/Visual Services	9,191
Guidance	59,603

BUDGET NAMEFY 1991 REQUESTSouthborough Schools (cont.)

Other School Services

Personnel	500
Health	47,495
Transportation	120,555
School Food	0
Student Body Activities	12,100

Operation/Maintenance of Plants

Operation	329,997
Maintenance	53,255

Acquisition of Fixed Assets

New Equipment	12,422
Equip. Maintenance	7,738

TOTAL REGULAR DAY PROGRAMS	3,243,476
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SPECIAL EDUCATION PROGRAMS

Instruction	
Supervision	63,597
Teaching	258,867
Psychological Serv.	47,886

Other School Services

Health (OT/PT Services)	25,300
Transportation within District	3,604

Operation/Maintenance of Plants

Operation	1,000
Maintenance	300

Acquisition of Fixed Assets

New Equipment	644
Programs with Other Systems	
Out of District	84,335
Member of Collaboratives	73,370
TOTAL SPECIAL ED. PROGRAMS	558,903

GRAND TOTAL, REG. & SPECIAL ED.	3,802,379
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VOCATIONAL EDUCATION

Tuition	0
TOTAL VOCATIONAL EDUCATION	0

SALARY ADJUSTMENTS	161,709
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GRAND TOTAL, ALL BUDGETS	3,964,088
	-99,767
	*3,864,321

BUDGET NAMEFY 1991 REQUESTSouthborough Schools (cont.)

*MOTION MADE: To reduce the SOUTHBOROUGH SCHOOLS BUDGET BY \$99,767.00 should read, \$3,864,321.00.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ALGONQUIN REGIONAL HIGH SCHOOL

REGULAR DAY PROGRAMS

Administration	
School Committee	22,300
Treasurer's Services	15,515
Supt's Office	117,867
Instruction	
Supervision	20,250
Principal's Office	425,178
Teaching	2,682,549
Textbooks	20,550
Library Services	87,789
Audio/Visual Services	12,897
Guidance	202,130

Other School Services

Health	23,885
Transportation	371,839
Student Body Activities	42,846

Operation/Maintenance of Plants

Operation	365,792
Maintenance	130,779
Fixed Charges	
Employee Retirement	60,500
Insurance	357,600
Short Term Debt	5,000

Acquisition of Fixed Assets

New Equipment	25,000
Equip. Replacement	22,046

Salary Adjustments	151,606
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Athletic Account	<u>176,611</u>
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TOTAL REGULAR DAY PROGRAMS	5,340,529
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SPECIAL EDUCATION PROGRAMS

Instruction	
Supervision	28,570
Teaching	159,604
Textbooks	200
Psychological Services	36,708

BUDGET NAMEFY 1991 REQUESTSpecial Education Programs (cont.)

Other School Services

Health (OT/PT Services)

Transportation

1,300

16,000

Operation/Maintenance of Plants

Maintenance

250

Programs with Other Systems

Out of District

35,578

Member of Collaboratives

86,763

TOTAL SPECIAL ED. PROGRAMS

364,973

GRAND TOTAL, REG. & SPECIAL ED

5,705,502

GRAND TOTAL 1991 OPERATING BUDGET

Regular Day Programs

5,163,918

Special Educations Programs

364,973

Athletics

176,611

TOTAL

5,705,502

Less - (1991)

Anticipated Transportation Reimbursement

314,000

Anticipated Regional School Aid

629,195

Anticipated Chapter 70 Aid

328,000

Transfer from E & D

75,000

Transfer from FY 90 Budget

60,0001,406,195

TOTAL NET OPERATING BUDGET

4,299,307

MATURING DEBT ACCOUNT

TOTAL MATURING DEBT

206,668

Less-

State Aid (Roof #1)

34,354

State Aid (Roof #2)

70,000

Total State Aid

104,354

BALANCE, MATURING DEBT FY 91

102,314

BUDGET NAMEFY 1991 REQUEST

ASSESSMENTS

Southborough

Roof #1 - 37.62%	7,146
Roof #2 - 34.67%	15,463
Roof #3 & Science Labs-32.82%	<u>12,708</u>

TOTAL ASSESSMENT SOUTHBOROUGH	<u>35,317</u>
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Northborough

Roof #1 - 62.38%	11,848
Roof #2 - 65.33%	29,137
Roof #3 & Science Labs-67.18%	<u>26,012</u>

TOTAL ASSESSMENT NORTHBOROUGH	<u>66,997</u>
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TOTAL ASSESSMENT	102,314
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FY 91 SCHEDULE OF ASSESSMENTS

Total Assessments

Net Operating budget (Incl. Athletics)	4,299,307
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Maturing debt accounts

Roof #1	18,994
Roof #2	44,600
Roof #3 & Science Labs	<u>38,720</u>

<u>102,314</u>

TOTAL	4,401,621
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NORTHBOROUGH

Operating Budget (67.18% of 4,299,307.00)	2,888,274
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Maturing Debt Accounts

Roof #1 (62.38% of 18,994)	11,848
Roof #2 (65.33% of 44,600)	29,137
Roof #3 Sc. Labs (67.18% of 38,700.00)	<u>26,012</u>

Total Maturing Debt	<u>66,997</u>
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TOTAL ASSESSMENT NORTHBOROUGH	2,955,271
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SOUTHBOROUGH

Operating Budget (32.82% of 4,299,307)	1,411,033
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Maturing Debt Accounts

Roof #1 (37.62% of 18,994.00)	7,146
Roof #2 (34.67% of 44,600.00)	15,463
Roof #3, Sc. Labs (32.82% of 38,720.00)	<u>12,708</u>

Total Maturing Debt	<u>35,317</u>
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TOTAL ASSESSMENT SOUTHBOROUGH	1,446,350	1,433,350
		- 1,605
		*1,431,745

BUDGET NAMEFY 1991 REQUESTAssessments (cont.)

*MOTION MADE: To reduce the 1991 budget request from \$1,433,350.00 to \$1,431,745.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ASSABET VALLEY REG. VOC. SCHOOL	
School Committee	71,473
Supt's Office	272,235
Data Processing	65,901
Instruction Supervision	211,057
Principal's Office	86,366
Teaching	3,534,181
Textbooks	26,500
Library	56,001
Multi-Media	31,596
Guidance Services	264,473
Other School Services	
Attendance	15,561
Health Services	40,486
Transport.-Reg., Late & Final	675,705
Transport.-Sports, Field Trips	30,001
Student Body Activities	132,171
Plant Operation & Maintenance	
Operation of Plant	1,104,309
Maintenance of Plant	279,000
Fixed Charges	
Employee Retirement & Health Ins	639,000
Insurance	154,280
Acquisition of Fixed Assets	66,700
TOTAL REGULAR OPERATING BUDGET	7,756,996
Special Needs	
Day Operating Budget	430,735
Prototype 4 & 5 Budget	0
Extended Day Spec. Needs	158,322
Capital Equipment Replacement	0
Right to Know Chapter 111F	15,000
Single Audit Requirement	15,000
Adult Evening Voc, Operating	0
TOTAL CAPITAL & OPERAT. BUDGET	8,376,053
Less Anticipated Aid & Transf.	(3,847,379)
TOTAL ASSESSM. TO COMMUNITIES	4,528,674

BUDGET NAMEFY 1991 REQUEST

<u>Assabet Valley Reg. Voc. School (cont.)</u>	
Bond for Roof Repair	154,358
Less Antic. Aid Chapter 515	(107,640)
 Total Cap. & Operating Assessment	 4,575,392
 SOUTHBOROUGH ASSESSMENT	 183,483
Aug. 20, 1989 Reduced Assessment	
Aug. 20, 1989 New Assessment	
	<u>-4,142</u>
	*179,341

*MOTION MADE: That the Assessment by the Assabet Valley Regional School District for the Town of Southborough be reduced by the amount of \$4,142.00 from \$183,483.00 to \$179,341.00.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 10: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto.

MOTION MADE: To postpone Article 10 until after voting on Article 33.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$1,150.00 to defray expenses of the Memorial Day exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276, Veterans of Foreign Wars, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$1,150.00 to defray expenses of the Memorial Day Exercises. Observance exercises are to be under the auspices of the Bagley-Fay Post No. 161 American Legion, and Choate Post No. 3276, Veterans of Foreign Wars.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate the sum of \$277,230.63 for the fiscal year beginning July 1, 1990 and ending June 30, 1991 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$261,576.63 for the fiscal year beginning July 1, 1990 and ending June 30, 1991 to pay a portion of the expense of the Worcester County Retirement System, of which the Town is a member, and as required by the Worcester County Commissioners.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$7,500.00 for the purpose of funding Greater Marlboro Alcoholism Referral Center, a nonprofit drop-in center, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$5,000.00 for the purpose of funding Greater Marlboro Alcoholism Referral Center, a nonprofit drop-in center.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 14: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate the sum of \$105,000.00 for the maintenance of town roads, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$100,000.00 for the maintenance of town roads.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate or borrow and appropriate \$75,000.00 for the purpose of purchasing one front end loader for the Highway Department, and to see what disposition shall be made of the existing 1974 Caterpillar front end loader currently in use by the Highway Department, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$75,000.00 for the purpose of purchasing one front end loader for the Highway Department, and to see what disposition shall be made of the existing 1974 Caterpillar front end loader currently in use by the Highway Department.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

CHALLENGE from the floor of a QUORUM on the above vote. (150 voters = quorum)

*HAND COUNT VOTE TAKEN as follows: YES: 174 (2/3 vote required).

NO: 98. (PASSED)

*HAND COUNT VOTE: (as voted above) DEFEATED at our ANNUAL TOWN ELECTION, held on May 14, 1990 as "BALLOT OVERRIDE QUESTION NO. 4."

ARTICLE 16: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate or borrow and appropriate \$25,000.00 for the purpose of purchasing one new 4 wheel drive utility truck for the Highway Department, and that the Selectmen be authorized to sell, trade in, or otherwise dispose of the existing 1965 Jeep Utility truck currently in use by the Highway Department, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer from available funds and appropriate \$25,000.00 for the purpose of purchasing one new 4 wheel drive utility truck for the Highway Department, and that the Selectmen be authorized to sell, trade in, or otherwise dispose of the existing 1965 Jeep Utility truck currently in use by the Highway Department.

*MOTION: (as stated above) PASSED by MAJORITY VOTE.

*MOTION (as voted above) DEFEATED at our ANNUAL TOWN ELECTION, held on May 14, 1990 as "BALLOT OVERRIDE QUESTION NO. 6."

ARTICLE 17: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate \$29,000.00 to acquire two new four-door full-size sedan-type police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two used police vehicles, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$29,000.00 to acquire two new four-door full-size sedan-type police cruisers and authorize the Selectmen to sell, turn in or otherwise dispose of two used police vehicles.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 18: To see if the Town will vote to raise and appropriate or transfer and appropriate a sum of money for the purpose of hiring consulting engineers by various town departments, or do or act anything in relation thereto.

MOTION MADE: To POSTPONE INDEFINITELY.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 19: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$16,900.00 to be used for expenses incurred from a private audit of the Town's financial officers to be carried out by a private firm which meets the standards of the Commonwealth of Massachusetts, Bureau of Accounts.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds and appropriate, or borrow and appropriate, the sum of \$20,000.00 for the purpose of installing a new telephone system in the Town House, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$15,000 for the purpose of installing a new telephone system in the Town House.

*MOTION: (as stated above) PASSED by MAJORITY VOTE.

*MOTION (as voted above) DEFEATED at our ANNUAL TOWN ELECTION, held on May 14, 1990 as "BALLOT OVERRIDE QUESTION NO. 2."

ARTICLE 21: To see if the Town will vote to raise and appropriate or transfer from available funds and appropriate, or borrow and appropriate, a sum of money for the purpose of purchasing one new brush chipper, and that the Tree Warden be authorized to sell, trade in, or otherwise dispose of the existing 1971 Mitts & Merrill chipper currently in use by the Town, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$16,000.00 for the purpose of purchasing one new brush chipper, and that the Tree Warden be authorized to sell, trade in, or otherwise dispose of the existing 1971 Mitts & Merrill chipper currently in use by the Town.

AMENDMENT to MOTION MADE: To raise and appropriate \$16,000.00 for the purpose of purchasing one new brush chipper, and that the Tree Warden be authorized to trade in or scrap the existing 1971 Mitts & Merrill chipper currently in use by the Town.

*VOTED UNANIMOUSLY: (AMENDMENT to MOTION) To raise and appropriate \$16,000.00 for the purpose of purchasing one new brush chipper, and that the Tree Warden be authorized to trade in or scrap the existing 1971 Mitts & Merrill chipper currently in use by the Town.

*AMENDED MOTION: (as voted above) DEFEATED at our ANNUAL TOWN ELECTION, held on May 14, 1990 as "BALLOT OVERRIDE QUESTION NO. 5."

At 10:58 P.M. on Monday, April 23, 1990 it was MOVED and UNANIMOUSLY Voted to ADJOURN the April 23, 1990 Session of the Annual Town Meeting to Tuesday, April 24, 1990 at 7:30 P.M.

A true copy

Attest: _____

PAUL J. BERRY, TOWN CLERK

(TOWN SEAL)

ANNUAL TOWN MEETING
Monday, April 23, 1990
Adjourned Session
Tuesday, April 24, 1990

At the Adjourned Annual Town Meeting duly called and held in the A. S. Woodward Memorial School, Southborough, MA on Tuesday, April 24, 1990 at 7:30 P.M., the following Articles were voted upon in a legal manner. There was a quorum present, (150 voters = quorum, (562) voters were present).

Checkers: Janet M. E. Mattioli
Susanne S. Dumont

Lidia A. Kiley
Lois W. Denman

The Meeting was called to order at (7:50 P.M.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Michael Kilian	35 Woodland Road
David Gracia	17 Harris Drive
Edward G. McCarthy	181 Cordaville Road
Wayne E. Gates	94 Oak Street

Moderator Wilson had a request from the following non-voter to attend the Adjourned Session of the Annual Town Meeting:

Wayne Thies - Town Planner, Woonsocket, Rhode Island.

There being no objections from the floor, it was voted to allow the above non-voter to remain.

The boundaries of the hall were outlined by the Moderator to include all of the floor area with the exception of the bleachers on the left side of the room. These bleachers were for the non-registered (non-voting) public.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for this Adjourned Session of the Annual Town Meeting by the Constable.

It was Voted Unanimously to waive the reading of the Warrant.

ARTICLE 22: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$16,000 for the purpose of acquiring a new high pressure air compressor and related equipment to be used by the Fire Department, and trade in, sell or dispose of the 1968 air compressor now in use by the Fire Department, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$16,000.00 for the purpose of acquiring a new high pressure air compressor and related equipment to be used by the Fire Department, and trade in, sell or dispose of the 1968 air compressor now in use by the Fire Department.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 23: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$25,000 for the purpose of acquiring and equipping a new pickup truck, or do or act anything in relation thereto.

MOTION MADE: To be Postponed Indefinitely.

VOTED UNANIMOUSLY: To Postpone Indefinitely.

ARTICLE 24: To see if the Town will vote to accept Section 26I of Chapter 148 of the Massachusetts General Laws of the Acts of 1989 Chapter 642. Section 1, Chapter 148 of M.G.L. is hereby amended by inserting after Section 26H the following section:

Section 26I. In a city, town or district which accepts the provisions of this section, any building hereafter constructed or hereafter substantially rehabilitated so as to constitute the equivalent of new construction and occupied in whole or in part for residential purposes and containing not less than four dwelling units including, but not limited to, lodging houses, boarding houses, fraternity houses, dormitories, apartments, townhouses, condominiums, hotels, motels and group residences, shall be equipped with an approved system of automatic sprinklers in accordance with the provisions of the state building code. In the event that adequate water supply is not available, the head of the fire department shall permit the installation of such other fire suppressant systems as are prescribed by the state building code in lieu of automatic sprinklers. Owners of buildings with approved and properly maintained installations may be eligible for a rate reduction on fire insurance.

Section 2. Section 34 of said chapter 148, as appearing in the 1988 Official Edition, is hereby amended by striking out, in lines 2 and 4, the word "fifty" and inserting in place thereof, in each instance, the words:- one hundred.

Section 3. The provisions of section one shall not apply to construction projects approved by permit within one year prior to acceptance of this act by a city, town or district.

, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) VOTED UNANIMOUSLY.

ARTICLE 25: To see if the Town will vote to raise and appropriate a sum for the purpose of aiding in the funding of the MetroWest Planning Office, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$1,250.00 for the purpose of aiding in the funding of the MetroWest Planning Office.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 26: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money to be used for the payment of unemployment compensation payments, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$25,000.00 to be used for the payment of unemployment compensation payments.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 27: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate, the sum of \$1,500, or any other sum, to be expended under the direction of the Heritage Day Committee for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$1,200.00 to be expended under the direction of the Heritage Day Comm. for the purpose of paying the necessary costs associated with the Heritage Day celebration and the Heritage Day parade.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 28: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be used to print and publish books documenting the history of the Town, with the understanding that such funding will be reimbursed to the extent possible through the sale of the books, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate the sum of \$9,000.00 to be used to print and publish books documenting the history of the Town, with the understanding that such funding will be reimbursed to the extent possible through the sale of the books.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 29: To see if the Town will vote to join the Worcester Regional Transit Authority, pursuant to Section 3 of Chapter 161B of the Massachusetts General Laws, as amended, or do or act anything in relation thereto.

MOTION MADE: To Postpone Article 29 Indefinitely.

VOTED UNANIMOUSLY: To Postpone Article 29 Indefinitely.

ARTICLE 30: To see if the Town will vote to adopt the following Open Space Policy:

We, the citizens of Southborough, value open space as an asset vital to our town. We choose to exercise our right to help make decisions relating to the use of our land. We ask town boards to use their full authority to protect the town's traditional landscape and mixture of land uses. As we grow, town planners must keep the preservation of woodlands and field as a high priority and negotiate with developers accordingly. Public notification should be made of any and all lands offered to the town and town officials are encouraged to pursue the acquisition of acceptable land. Wetlands, ponds and reservoirs must be given the fullest benefit of laws respecting them and any additional regulations should be passed as needed. This is our commitment to the preservation and conservation of Southborough's open space resources.

, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) PASSED by MAJORITY VOTE.

ARTICLE 31: To see if the Town will vote to raise and appropriate a sum of money to purchase a parcel or parcels of land currently in use as a golf course from Saint Mark's School, or do or act anything in relation thereto.

Selectman William D. Baker announced that he will be abstaining from Voting, debating, etc, on this Article to be acted upon, due to the fact that a member of his family is a direct abutter.

MOTION MADE: That the Town borrow and appropriate \$3,300,000.00 to purchase a parcel or parcels of land currently in use as a golf course from St. Mark's School.

MOTION MADE: TO SUSPEND THE RULES IN ORDER THAT ARTICLES 31, 32, AND 33 MAY BE DISCUSSED IN UNISON WHILE ARTICLE 31 IS ON THE FLOOR. (2/3 vote required)

VOTED UNANIMOUSLY: TO SUSPEND THE RULES IN ORDER THAT ARTICLES 31, 32, AND 33 MAY BE DISCUSSED IN UNISON WHILE ARTICLE 31 IS ON THE FLOOR.

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

MOTION: (as stated above) DEFEATED by the following HAND COUNT VOTE: YES: 48 NO: 331, (did not have the required 2/3 VOTE) DEBATE CONTINUES.

AMENDMENT to MOTION: ...Golf Course, SPECIFICALLY COMPRIZING 61 ACRES DESIGNATED AS MAP #45, Lot 2 on the SOUTHBOROUGH ASSESSORS MAP, from ...

VOTED UNANIMOUSLY: ...Golf Course, SPECIFICALLY COMPRIZING 61 ACRES DESIGNATED AS MAP #45, Lot 2 on the SOUTHBOROUGH ASSESSORS MAP, from ...

2nd AMENDMENT to MOTION: STRIKE the sum of \$3.3 MILLION AND REPLACE IT WITH THE SUM OF \$1.55 MILLION. (2/3 vote required)

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

VOTED UNANIMOUSLY: To LIMIT DEBATE.

PASSED by the following HAND COUNT VOTE: 2nd AMENDMENT to MOTION) YES: 250 NO: 182, STRIKE the sum \$3.3 MILLION AND REPLACE IT WITH THE SUM \$1.55 MILLION.

MOTION as AMENDED: PASSED by the following HAND COUNT VOTE: YES: 336 NO: 60 as follows: That the Town borrow and appropriate \$1,550,00.00 to purchase a parcel or parcels of land currently in use as a Golf Course, SPECIFICALLY COMPRIZING 61 ACRES DESIGNATED AS MAP #45, Lot 2 on the SOUTHBOROUGH ASSESSORS MAP, from Saint Mark's School.

At 11:32 P.M. on Tuesday, April 24, 1990 it was MOVED and UNANIMOUSLY voted to ADJOURN the April 24, 1990 ADJOURNED SESSION of the Annual Town Meeting to Thursday, April 26, 1990 at 7:30 P.M.

A true copy:

Attest: _____
PAUL J. BERRY, TOWN CLERK

(TOWN SEAL)

ADJOURNED SESSION
Thursday, April 26, 1990

At the Adjourned Annual Town Meeting duly called and held in the A. S. Woodward Memorial School, Southborough, MA on Thursday, April 26, 1990 at 7:30 P.M., the following Articles were voted upon in a legal manner. There was a quorum present, (150 voters = quorum, (375) voters were present).

Checkers:	Janet M. E. Mattioli	Lidia A. Kiley
	Susanne S. Dumont	Lois W. Denman

The Meeting was called to order at (7:55 P.M.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson and sworn-in by Town Clerk, Paul J. Berry:

Joanne Perkins	75 Flagg Road
Edward J. McCarthy	181 Cordaville Road
Wayne E. Gates	94 Oak Hill Road
Michael Kilian	35 Woodland Road

Moderator Wilson had a request from the following non-voter to attend the Adjourned Session of the Annual Town Meeting:

Wayne Thies, Town Planner, Woonsocket, Rhode Island.

There being no objections from the floor, it was voted to allow the above non-voter to remain.

The boundaries of the hall were outlined by the Moderator to include all of the floor area with the exception of the bleachers on the left side of the room. These bleachers were for the non-registered (non-voting) public.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for this Adjourned Session of the Annual Town Meeting by the Constable.

It was Voted Unanimously to waive the Reading of the Warrant.

ARTICLE 32: To see if the Town will vote to authorize the Selectmen of the Town of Southborough to take by Eminent Domain Proceedings for town purposes under Massachusetts General Laws, Chapter 40, Section 14, the land and buildings thereon described as "The St. Marks Golf Course" comprising 61 acres and designated as Map #45, Lot 2 on the Southborough Assessors' Map, to be used by the inhabitants of the Town of Southborough for the purpose of a Park, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

VOTED UNANIMOUSLY: To Postpone Indefinitely.

ARTICLE 33: To see if the Town will vote to raise and appropriate, transfer from any available funds and appropriate or borrow and appropriate, the sum of \$1,000,000.00 for the purchase through Eminent Domain proceedings by the Selectmen of the Town of Southborough of the land and buildings thereon known and described as "The St. Mark's Golf Course" comprising 61 acres and designated as Map #45, Lot 2, on the Southborough Assessors' Map for the purpose of using said parcel as a Park under Mass. Gen. Laws Chapter 40, Section 14, or do or act anything in relation thereto.

MOTION MADE: To Postpone Indefinitely.

VOTED UNANIMOUSLY: To Postpone Indefinitely.

ARTICLE 10: To see if the Town will vote to transfer to Surplus Revenue Account (Excess and Deficiency) a sum of money, or do or act anything in relation thereto.

Motion Made: That the Town transfer to Surplus Revenue Account (Excess and Deficiency) the following sums of money:

\$ 6,597.64 Article 13 ATM 1988
437.30 Article 24 ATM 1988
15,000.00 Article 18 ATM 1988
11,652.47 Article 33 ATM 1987
5,427.33 Article 22 ATM 1986
18,800.00 Article 58 ATM 1985
\$ 57,914.74

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 34: To see if the Town will vote to transfer from the Water Department Surplus and appropriate, the sum of \$14,800.00 for the purpose of purchasing one new 3/4 ton pickup truck and equipment, thereto, and to authorize the Board of Water Commissioners to sell, turn in, or otherwise dispose of the 1981 Ford 1/2 ton truck now in use, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) PASSED by MAJORITY VOTE.

ARTICLE 35: To see if the Town will vote to transfer from the Water Department Surplus and appropriate, the sum of \$18,600 for the purpose of installing a new water main on Learned Street, for a distance of 620 feet, or do or act anything in relation thereto.

MOTION: (as stated in the words of the ARTICLE) PASSED by MAJORITY VOTE.

ARTICLE 36: To see if the Town will vote to transfer from the Water Department Surplus or any of its available funds and appropriate, the sum of \$17,800.00 for the purpose of purchasing one new one ton truck with utility body and equipment, thereto, and to authorize the Board of Water Commissioners to sell, turn in, or otherwise dispose of the 1985 one ton GMC truck now in use, or do or act anything in relation thereto.

MOTION MADE: That the town transfer from the Water Department Surplus and appropriate the sum of \$17,800.00 for the purpose of purchasing one new one new one ton truck with utility body and equipment, thereto; and to authorize the Board of Water Commissioners to sell, turn in, or otherwise dispose of the 1985 one ton GMC truck now in use.

MOTION: (as stated above) PASSED by MAJORITY VOTE).

ARTICLE 37: To see if the Town will vote to raise and appropriate or transfer from any available funds and appropriate or borrow and appropriate, the sum of \$11,000 for the expressed purpose of making capital improvements (masonry repairs) to the A. S. Woodward School during Fiscal Year 1991, or do or act anything in relation thereto.

MOTION MADE: That the Town raise and appropriate \$11,000.00 for the expressed purpose of making capital improvements (masonry repairs) to the A. S. Woodward School during Fiscal Year 1991.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

ARTICLE 38: To see if the Town will vote to authorize a School Building Study Committee consisting of five members appointed by the School Committee, for the purpose of studying the need for building additions to the Southborough schools, and said committee to report to the next Annual Town Meeting, or do or act anything in relation thereto.

MOTION MADE: That the Town authorize a School Building Study Committee consisting of five members appointed by the School Committee, for the purpose of studying the need for building additions to the Southborough schools, and said committee to report to the next Annual Town Meeting.

AMENDMENT to MOTION MADE: After the word "five," to substitute the words "Southborough residents" for the word "members"; and, after the word "appointment," substitute the word "Selectmen" for the words "School Committee;" and, finally, after the words "purpose of," to substitute the word "determining" for the word "studying".

So, the motion would read as follows:

That the Town vote to authorize a School Building Study Committee, consisting of five Southborough residents appointed by the Selectmen, for the purpose of determining the need for building an addition to the Southborough schools, and said committee to report back to the next Annual Town Meeting.

AMENDMENT TO MOTION: (as stated above) PASSED by MAJORITY VOTE.

AMENDMENT to AMENDMENT MADE: Committee, consisting of five Southborough residents appointed by the Selectmen and the School Committee, for

AMENDMENT to AMENDMENT (as stated above) PASSED by MAJORITY VOTE.

MAIN MOTION AS AMENDED: PASSED by MAJORITY VOTE: That the Town vote to authorize a School Building Study Committee, consisting of five Southborough Residents appointed by the Selectmen and the School Committee, for the purpose of determining the need for building an addition to the Southborough schools, and said committee to report back to the next Annual Town Meeting.

ARTICLE 39: To see if the Town will vote to accept as a public way Sadie Hutt Lane described as follows:

DESCRIPTION OF SADIE HUTT LANE

Commencing at a point on the Westerly side of Sears Road, a public way of variable width at the Southerly side of the Southerly intersection of Sears Road with a way known as Sadie Hutt Lane, thence running along an arc with a radius of 30.00, forty seven and 12/100 feet to a point;

Thence turning and running North $74^{\circ} 44' 50''$ West Seventy feet to a point;

Thence turning and running along an arc with a radius of 275.00, one hundred and 79/00 feet to a point;

Thence turning and running South $84^{\circ} 15' 10''$ West One hundred twenty four and 83/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, Two hundred eighteen and 06/00 feet to a point;

Thence turning and running North $64^{\circ} 30' 44''$ West Two hundred and 47/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, one hundred fifty three and 59/00 feet to a point;

Thence turning and running North $42^{\circ} 30' 44''$ West One hundred ninety seven and 29/00 feet to a point;

Thence turning and running along an arc with a radius of 175.00, Two hundred seventy one and 84/00 feet to a point;

Thence turning and running North $46^{\circ} 29' 16''$ East Three hundred sixteen and 13/00 feet to a point;

Thence turning and running along an arc with a radius of 200.00, Two hundred thirteen and 32/00 feet to a point;

Thence turning and running South $72^{\circ} 23' 59''$ East Four hundred sixty two and 00/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, One hundred forty nine and 40/00 feet to a point;

Thence turning and running South $51^{\circ} 00' 00''$ East Three hundred sixty seven and 74/00 feet to a point;

Thence turning and running along an arc with a radius of 29.69, forty five and 59/00 feet to a point;

Thence turning and running South $41^{\circ} 00' 00''$ West Thirty three and 37/00 feet to a point;

Thence turning and running South $35^{\circ} 49' 05''$ West Seventy four and 5/00 feet to a point;

Thence turning and running along an arc with a radius of 30.32, Forty five and 95/00 feet to a point;

Thence turning and running North $51^{\circ} 00' 00''$ West Three hundred seventy and 10/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred thirty and 72/00 feet to a point;

Thence turning and running North $72^{\circ} 23' 59''$ West Four hundred sixty two and 00/00 feet to a point;

Thence turning and running along an arc with a radius of 150.00, one hundred fifty nine and 99/00 feet to a point;

Thence turning and running South $46^{\circ} 29' 16''$ West Three hundred sixteen and 13/00 feet to a point;

Thence turning and running along an arc with a radius of 125.00, One hundred ninety four and 17/00 feet to a point;

Thence turning and running South $42^{\circ} 30' 44''$ East One hundred ninety seven and 29/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred thirty four and 39/00 feet to a point;

Thence turning and running South $64^{\circ} 30' 44''$ East Two hundred and 47/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred ninety and 80/00 feet to a point;

Thence turning and running North $84^{\circ} 15' 10''$ East One hundred twenty four and 83/00 feet to a point;

Thence turning and running along an arc with a radius of 325.00, One hundred nineteen and 12/00 feet to a point;

Thence turning and running South $74^{\circ} 44' 50''$ East Eighty two and 89/00 feet to a point;

Thence turning and running along an arc with a radius of 43.59, Fifty three and 14/00 feet to a point;

Thence turning and running South $35^{\circ} 24' 10''$ West Sixty nine and 15/00 feet to a point;

Thence turning and running South 15° 15' 10" West Forty three and 66/100 feet to the point of beginning.

All of said bounds being shown on a Plan entitled "Road Acceptance Plan Sadie Hutt Lane, Southborough, MA," dated January 18, 1990, David W. Perley, Civil Engineer.

or do or act anything in relation thereto.

MOTION MADE: To POSTPONE ARTICLE 39 until after completion of ARTICLE 53.

PASSED by MAJORITY VOTE: To POSTPONE ARTICLE 39 until after completion of ARTICLE 53.

ARTICLE 40: To see if the Town will vote to amend the Code of the Town of Southborough by inserting in Part II, General Legislation, Chapter 170 Wetlands Protection, as follows:

Section 170-1. Purpose.

A. The purpose of this chapter is to protect the wetlands, related water resources and adjoining land areas in the Town of Southborough by prior review and control of activities deemed by the Southborough Conservation Commission (the "Commission") likely to have a significant or cumulative effect upon wetland values, including but not limited to the following:

- (1) Public water supply.
- (2) Private water supply.
- (3) Groundwater.
- (4) Flood control.
- (5) Erosion and sedimentation control.
- (6) Storm damage prevention.
- (7) Prevention of water pollution.
- (8) Fisheries.
- (9) Threatened, endangered and special concern wildlife (as defined by the Commonwealth of Massachusetts).
- (10) Threatened, endangered and special concern wildlife habitat.

B. These values are to be known collectively as the "wetland values" protected by this chapter.

Section 170-2. Definitions.

The following definitions shall apply in the interpretation and implementation of this chapter:

PERSON - Includes any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the commonwealth or political subdivision thereof to the extent subject to town bylaws, administrative agency, public or quasi-public corporation or body, this municipality, and any other legal entity, its legal representatives, agents or assigns.

WETLANDS REGULATIONS - Regulations adopted under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, codified as 310 CMR 10.00, as in effect on the date of adoption of this chapter, and all subsequent amendments thereto.

ALTER - to change the condition of any area within the jurisdiction of this chapter (see Section 3: Jurisdiction). Examples of alterations include, but are not limited to, the following:

- A. Removal, excavation or dredging of soil, sand, gravel, clay, minerals or aggregate materials of any kind.
- B. Changing of preexisting drainage characteristics, flushing characteristics, sedimentation patterns, flow patterns or flood-retention characteristics.
- C. Drainage or other disturbance of water level or water table.
- D. Dumping, discharging or filling with any material which may degrade water quality.
- E. Placing of fill, or any other material.
- F. Driving of piles, erection, alteration, replacement or repair of buildings or structures of any kind.
- G. Placing of obstructions or objects in water.
- H. Destruction of plant life including cutting of trees.
- I. Changing water temperature, biochemical oxygen demand, salinity, nutrient load or other physical, chemical or biological characteristics of surface and groundwater.
- J. Any activities, change or work which may cause or tend to contribute to pollution of any surface or groundwater.

Section 170-3. Jurisdiction.

- A. Except as permitted by the Conservation Commission or as provided in this chapter, no person shall remove, fill, dredge, build upon or alter the following areas (known collectively as the "resource areas") over which the Commission has jurisdiction:
 - (1) Any freshwater wetland, riverine wetland, marsh, wet meadow, bog or swamp.
 - (2) Any bank.
 - (3) Any lake, pond, river, stream or brook, whether intermittent or continuous, natural or manmade.
 - (4) Any land under aforesaid waters.
 - (5) Any land subject to flooding or inundation by groundwater, surface water or storm flowage.
 - (6) Isolated lands subject to flooding.
 - (7) Vernal pools.
- B. Except as permitted by the Conservation Commission or as provided in this chapter, no person shall remove, fill, dredge, build upon or alter any land within the buffer zone, which is defined as any land within one hundred (100) feet of the edge of any freshwater wetland, riverine wetland, marsh, wet meadow, bog, swamp, land subject to flooding or inundation by groundwater, surface water or storm flowage, isolated land subject to flooding or vernal pool, whether or not bordering a lake, river, pond, stream or brook, and any land within one hundred (100) feet of the top of the bank of any lake, pond, river, stream or brook.

Section 170-4. Exceptions

- A. The application and permit required by this chapter shall not be required for maintaining, repairing or replacing, but not substantially changing or enlarging, an existing or lawfully located structure or facility used in the service of the public to provide electric, gas, telephone, telegraph or other telecommunication services, or storm sewers, provided that the structure or facility is not substantially changed or enlarged, provided that written notice has been given to the Commission at least forty-eight (48) hours prior to commencement of work, and provided that the work conforms to performance standards in regulations adopted by the Commission.
- B. The application and permit required by this chapter shall not apply to emergency projects necessary for the protection of the health or safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, provided that advanced notice, oral or written, has been given to the Commission prior to commencement of work or within twenty-four (24) hours after commencement, provided that the Conservation Commission or its agent certifies the work as an emergency project, provided that the work is performed only for the time and place certified to abate the emergency, and provided that within twenty-one (21) days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided in this chapter. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.
- C. The normal maintenance or improvement of land presently and primarily in agricultural use, as such terms are defined in the Wetlands Regulations, is exempt from the application of this chapter as and to the extent provided in Wetlands Regulations. All provisions of this chapter apply to any agricultural activity which requires the filing of a notice of intent under the Wetlands Regulations.
- D. Mosquito control work which is exempted from the Wetlands Protection Act M.G.L. Chapter 131, Section 40, is subject to this chapter, but all such mosquito control work proposed throughout the Town of Southborough in any year may be presented in a single application, no filing fee will be charged, no notice to abutters will be required and all such work may be allowed under a single annual permit.
- E. No permit shall be required under this chapter for filling, dredging, building upon or alteration of a Resource Area or Buffer Zone which is allowed by an order of conditions issued under the Wetlands Protection Act, M.G. L. Chapter 131, Section 40, before the effective date of this chapter, so long as such order of conditions is not amended or extended after the effective date of this chapter.
- F. No permit shall be required under this chapter for filling, dredging, building upon or alteration of a resource area or buffer zone if such activities were allowed by a negative determination of applicability which was issued under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, before the effective date of this chapter and if such activities are completed within three (3) years after the effective date of this chapter.
- G. Other than as stated in this section, the exceptions provided in the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and in the Wetlands Regulations shall not apply to this chapter, and a permit shall be required as set forth in this chapter whether or not an order of conditions is also required under the Wetlands Protection Act M.G.L. Chapter 131, Section 40.

Section 170-5. Requests for determinations and applications for permits.

- A. Any person desiring to know whether or not a proposed activity or an area is subject to this chapter may request, in writing, a determination from the Commission. Such a request for determination shall contain data, information and plans specified by the regulations of the Commission. Seven (7) copies of such data and plans shall be submitted to the Commission.
- B. The Commission in an appropriate case may accept as the request under this Chapter the request for determination of applicability filed under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- C. Written application shall be filed with the Commission to perform activities regulated by this chapter affecting buffer zones and resource areas protected by this chapter. The application shall include seven (7) sets of such data, information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the environment. No activities shall commence without receiving and complying with a permit issued pursuant to this chapter.
- D. The Commission in an appropriate case may accept as the application and plans under this chapter the Notice of Intent and plans filed under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- E. At the time of an application or request, the applicant shall pay a filing fee specified in regulations of the Commission. This fee is in addition to that required by the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- F. Design review fee.
 - (1) In addition to any filing fee imposed by this chapter or by regulations promulgated by the Commission hereunder, the Commission is authorized to require the applicant to pay a design review fee to cover the reasonable costs and expenses borne by the Commission for specific expert engineering and consulting services deemed necessary by the Commission to review a notice of intent, request for determination, and certificate of compliance up to a maximum of Seven Thousand Five Hundred Dollars (\$7,500.). Said payment may be required by the Commission at any point in reviewing or deliberating prior to a final decision being rendered.
 - (2) The Commission may waive this design review fee for an application filed by a government agency or for a request for determination filed by a person having no financial connection with the property which is the subject of the request.
 - (3) The Commission is authorized to charge this design review fee when a notice of intent, request for determination, or a certificate of compliance involves any of the following:
 - (a) Alteration of two hundred fifty (250) square feet or greater of freshwater wetlands.
 - (b) Alteration of two hundred fifty (250) square feet or greater of a bank or waterway.
 - (c) Alteration of two hundred fifty (250) square feet or greater of the buffer zone defined under this chapter.
 - (d) Alteration of any amount of land under a water body.

- (e) Discharge of any pollutants into or contributing to surface or groundwaters of any buffer zone or resource area under this chapter.
- (f) Construction of a detention or retention basin or other drainage device.
- (4) Said specific expert engineering and consultant services may include but are not limited to processing said applications and requests, copying plans and technical submittals for further review, contracting for professional services, wetland survey and delineation, hydrogeologic and drainage analysis, wildlife, wildlife habitat, and fisheries evaluation.
- (5) Said design review fee shall be paid by the applicant upon written request by the Commission. The fee shall be paid to the Town of Southborough into a professional service conservation account of the Commission set up by the Treasurer for this purpose, separate and apart from all other monies, which may be drawn upon by the Commission for services approved by the Commission at a public meeting. The principal and interest thereon shall be expended by said Treasurer at the direction of the Commission for all reasonable costs and expenses for design review hereunder. Any unused portion of said fee shall be returned by the Commission to the applicant within forty-five (45) calendar days of written request for same by the applicant, unless the Commission decides in a public meeting that other action is necessary.
- (6) Any applicant aggrieved by the imposition of, or size of, the design review fee, or any act related thereto, may appeal according to the provisions of the Massachusetts General Laws.
- (7) In setting the amount of said design review fee, the Commission shall utilize one of the following standards:
 - (a) One percent (1%) of the estimated cost of the project.
 - (b) A written proposal for reasonable costs and expenses submitted by an expert engineer or consultant.
 - (c) Prior experience of the Commission with expert engineering and consultant services in similar projects.
- (8) The "estimated cost of the project" shall mean the estimated cost of land preparation, land grading, placement of utilities, placement of roads and drainage systems, placement of parking, landscaping, and construction of buildings if any.

Section 170-6. Public notice and hearings.

- A. An application or request for determination shall be hand delivered or sent by certified mail to the Commission. The Commission shall notify all abutters according to the most recent records of the assessors, including those across a traveled way or body of water. The notice to abutters shall state where the request or application, including any accompanying documents, may be examined or obtained. When a person requesting a determination is other than the owner, the request, the notice of the hearing and the determination itself shall be sent by the Commission to the owner as well as the person making the request.

- B. The Commission shall conduct a public hearing on any application or request for determination, with written notice given at the expense of the applicant, five (5) working days prior to the hearing, in a newspaper of general circulation in the Town of Southborough. The Commission, in an appropriate case, may combine its hearing under this chapter with the hearing conducted under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- C. The Commission shall commence the public hearing within twenty-one (21) days from receipt of a completed application or request for determination, unless the applicant extends the twenty-one (21) day time period by a signed written waiver.
- D. The Commission shall have authority to continue the hearing to a date certain announced at the hearing or to an unspecified date, for reasons stated at the hearing, which may include the receipt of additional information offered by the applicant or others, information and plans required of the applicant, deemed necessary by the Commission at its discretion, or comments and recommendations of other Southborough boards and officials. If a date for continuation is not specified, the hearing shall reconvene within twenty-one (21) days after the submission of a specified piece of information or the occurrence of a specified action. The date, time and place of said continued hearing shall be published in a newspaper of general circulation in the Town of Southborough five (5) working days prior to the continuation, at the expense of the applicant, and written notice shall be sent to any person who so requests in writing.
- E. The Commission shall issue its permit or determination in writing within twenty-one (21) days of the close of the public hearing thereon.

Section 170-7. Determinations, permits and conditions.

- A. The Commission shall have the authority, after a public hearing, to determine whether a specific parcel of land contains or does not contain buffer zones or resource areas protected under this chapter. If the Commission finds that no such areas are present, it shall issue a negative determination.
- B. If the Commission, after a public hearing on the permit application, determines that the activities which are the subject of the application are likely to have a significant or cumulative detrimental effect upon the wetland values protected by this chapter, the Commission, within twenty-one (21) days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions.
- C. The Commission is empowered to deny a permit for failure to meet the requirements of this chapter for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in regulations of the Commission; for failure to avoid or prevent significant or cumulative detrimental effects upon the wetland values protected by this chapter; and where no conditions are adequate to protect those values.
- D. A permit shall expire three (3) years from the date of issuance unless renewed prior to expiration. All work shall be completed prior to expiration. Notwithstanding the above, the Commission, at its discretion, may issue a permit expiring five (5) years from the date of issuance for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. Any permit may be renewed once for an additional three (3) year period.

- E. For good cause, the Commission may revoke or amend a permit issued under this chapter after public notice and public hearing, and notice to the holder of the permit.
- F. The Commission, in an appropriate case, may combine the permit or other action on an application issued under this chapter with the order of conditions or other action issued or taken under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.

Section 170-8. Coordination with other boards.

Any person filing a permit application or request for determination with the Commission shall provide written notice thereof at the same time, by certified mail or hand delivery, to the Board of Selectmen, Planning Board, Zoning Board of Appeals, Board of Health, Town Planner and Building Inspector. The Commission will not consider the filing complete until said notice has been served to all the aforementioned boards and officials.

Section 170-9. Project completion.

Upon the completion of any project permitted by the Conservation Commission, the applicant or his agent must request, in writing to the Commission, a certificate of compliance, which will declare that the project was completed according to the conditions set by the Commission after the public hearing defined in Section 170-7 of this chapter. This request must be made at least thirty (30) days prior to the date that the certificate is needed, or the date that the permit expires, whichever comes first, and must include the date needed plus seven (7) sets of as-built plans.

Section 170-10. Security.

- A. As part of a permit issued under this chapter, in addition to any security required by any other municipal or state board, agency or official, the Commission may require for proposed activities determined to have a significant potential impact on the values protected by the Chapter that the performance and observance of the conditions imposed hereunder be secured wholly or in part by a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission. The amount of said security shall be determined as a percentage, not to exceed fifty percent (50%), of the "estimated cost of the project" as defined in Section 170-5.
- B. In addition or in the alternative, the Commission may accept as security a conservation restriction, easement or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of this municipality and observed before any lot may be conveyed other than by mortgage deed.

Section 170-11. Enforcement.

- A. The Commission shall have authority to enforce this chapter, its regulations and permits issued thereunder by violation notices, administrative orders, and civil and criminal court actions.
- B. Upon request of the Commission, with prior approval from the Board of Selectmen, the Town Counsel shall take legal action for enforcement under civil law. Upon request of the Commission with prior approval from the Board of Selectmen, the Chief of Police shall take legal action for enforcement under criminal law.

- C. Municipal boards and officers, including any police officer or other officer having police powers, shall have the authority to assist the Commission in enforcement.
- D. Any person who violates any provision of this chapter, including any causing, suffering or allowing of illegal work, any failure or refusal to comply with an enforcement order, violation notice or administrative order, and any failure or refusal to remove illegal fill, restore property or obtain necessary commission approval, or any person who violates the permits issued thereunder, shall be punished by a fine of not more than Three Hundred Dollars (\$300.). Each day or portion thereof during which a violation continues, shall constitute a separate offense, and each provision of the chapter or permit violated shall constitute a separate offense. This fine may be in addition to any levied under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- E. In the alternative to criminal prosecution, the Commission may elect to utilize the noncriminal disposition procedure set forth in M.G.L. Chapter 40, Section 21D. The fine for any violation disposed of through this procedure shall be Two Hundred Dollars (\$200.) for each offense. Each day or portion thereof during which a violation continues shall constitute a separate offense and each provision of the chapter or permit violated shall constitute a separate offense. This fine may be in addition to any levied under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40. For purposes of noncriminal disposition, the Conservation Commission members and Police Officers shall all be enforcing persons.

Section 170-12. Burden of proof.

The applicant for a permit shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the application will not have unacceptable significant or cumulative effects upon the wetland values protected by this chapter. Failure to provide adequate evidence to the Commission supporting this burden shall be sufficient cause for the Commission to deny a permit or grant a permit with conditions.

Section 170-13. Relation to the Wetlands Protection Act.

This chapter is adopted under the Home Rule amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and the regulations thereunder.

Section 170-14. Severability.

The invalidity of any section or provision of this chapter shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

Section 170-15. Regulations.

- A. After public notice and public hearing, the Commission shall promulgate rules and regulations to accomplish the purposes of this chapter. The Commission may amend the rules and regulations after public notice and public hearing.
- B. Unless otherwise stated in this chapter or in the rules and regulations promulgated under this chapter, the definitions, procedures and performance standards of the Wetlands Protection Act, M.G.L. 131, Section 40 and associated Wetlands Regulations, 310 CMR 10.00 shall apply.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Code of the Town of Southborough by inserting in Part II, General Legislation, Chapter 170 Wetlands Protection, as follows:

Section 170-1. Purpose.

A. The purpose of this chapter is to protect the wetlands, related water resources and adjoining land areas in the Town of Southborough by prior review and control of activities deemed by the Southborough Conservation Commission (the "Commission") likely to have a significant or cumulative effect upon wetland values, including but not limited to the following:

- (1) Public water supply.
- (2) Private water supply.
- (3) Groundwater.
- (4) Flood control.
- (5) Erosion and sedimentation control.
- (6) Storm damage prevention.
- (7) Prevention of water pollution.
- (8) Fisheries.
- (9) Threatened, endangered and special concern wildlife (as defined by the Commonwealth of Massachusetts).
- (10) Threatened, endangered and special concern wildlife habitat.

B. These values are to be known collectively as the "wetland values" protected by this chapter.

Section 170-2. Definitions.

The following definitions shall apply in the interpretation and implementation of this chapter:

PERSON - Includes any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the commonwealth or political subdivision thereof to the extent subject to town bylaws, administrative agency, public or quasi-public corporation or body, this municipality, and any other legal entity, its legal representatives, agents or assigns.

WETLANDS REGULATIONS - Regulations adopted under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, codified as 310 CMR 10.00, as in effect on the date of adoption of this chapter, and all subsequent amendments thereto.

ALTER - to change the condition of any area within the jurisdiction of this chapter (see Section 3: Jurisdiction). Examples of alterations include, but are not limited to, the following:

- A. Removal, excavation or dredging of soil, sand, gravel, clay, minerals or aggregate materials of any kind.
- B. Changing of preexisting drainage characteristics, flushing characteristics, sedimentation patterns, flow patterns or flood-retention characteristics.
- C. Drainage or other disturbance of water level or water table.
- D. Dumping, discharging or filling with any material which may degrade water quality.
- E. Placing of fill, or any other material.

- F. Driving of piles, erection, alteration, replacement or repair of buildings or structures of any kind.
- G. Placing of obstructions or objects in water.
- H. Destruction of plant life including cutting of trees.
- I. Changing water temperature, biochemical oxygen demand, salinity, nutrient load or other physical, chemical or biological characteristics of surface and groundwater.
- J. Any activities, change or work which may cause or tend to contribute to pollution of any surface or groundwater.

Section 170-3. Jurisdiction.

- A. Except as permitted by the Conservation Commission or as provided in this chapter, no person shall remove, fill, dredge, build upon or alter the following areas (known collectively as the "resource areas") over which the Commission has jurisdiction:
 - (1) Any freshwater wetland, riverine wetland, marsh, wet meadow, bog or swamp.
 - (2) Any bank.
 - (3) Any lake, pond, river, stream or brook, whether intermittent or continuous, natural or manmade.
 - (4) Any land under aforesaid waters.
 - (5) Any land subject to flooding or inundation by groundwater, surface water or storm flowage.
 - (6) Isolated lands subject to flooding.
 - (7) Vernal pools.
- B. Except as permitted by the Conservation Commission or as provided in this chapter, no person shall remove, fill, dredge, build upon or alter any land within the buffer zone, which is defined as any land within one hundred (100) feet of the edge of any freshwater wetland, riverine wetland, marsh, wet meadow, bog, swamp, land subject to flooding or inundation by groundwater, surface water or storm flowage, isolated land subject to flooding or vernal pool, whether or not bordering a lake, river, pond, stream or brook, and any land within one hundred (100) feet of the top of the bank of any lake, pond, river, stream or brook.

Section 170-4. Exceptions

- A. The application and permit required by this chapter shall not be required for maintaining, repairing or replacing, but not substantially changing or enlarging, an existing or lawfully located structure or facility used in the service of the public to provide electric, gas, telephone, telegraph or other telecommunication services, or storm sewers, provided that the structure or facility is not substantially changed or enlarged, provided that written notice has been given to the Commission at least forty-eight (48) hours prior to commencement of work, and provided that the work conforms to performance standards in regulations adopted by the Commission.
- B. The application and permit required by this chapter shall not apply to emergency projects necessary for the protection of the health or safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, provided that advanced notice, oral or written, has been given to the Commission prior to commencement of work or within twenty-four (24) hours after

commencement, provided that the Conservation Commission or its agent certifies the work as an emergency project, provided that the work is performed only for the time and place certified to abate the emergency, and provided that within twenty-one (21) days of commencement of an emergency project a permit application shall be filed with the Commission for review as provided in this chapter. Upon failure to meet these and other requirements of the Commission, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

- C. The normal maintenance or improvement of land presently and primarily in agricultural use, as such terms are defined in the Wetlands Regulations, is exempt from the application of this chapter as and to the extent provided in Wetlands Regulations. All provisions of this chapter apply to any agricultural activity which requires the filing of a notice of intent under the Wetlands Regulations.
- D. Mosquito control work which is exempted from the Wetlands Protection Act M.G.L. Chapter 131, Section 40, is subject to this chapter, but all such mosquito control work proposed throughout the Town of Southborough in any year may be presented in a single application, no filing fee will be charged, no notice to abutters will be required and all such work may be allowed under a single annual permit.
- E. No permit shall be required under this chapter for filling, dredging, building upon or alteration of a Resource Area or Buffer Zone which is allowed by an order of conditions issued under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, before the effective date of this chapter, so long as such order of conditions is not amended or extended after the effective date of this chapter.
- F. No permit shall be required under this chapter for filling, dredging, building upon or alteration of a resource area or buffer zone if such activities were allowed by a negative determination of applicability which was issued under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, before the effective date of this chapter and if such activities are completed within three (3) years after the effective date of this chapter.
- G. Other than as stated in this section, the exceptions provided in the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and in the Wetlands Regulations shall not apply to this chapter, and a permit shall be required as set forth in this chapter whether or not an order of conditions is also required under the Wetlands Protection Act M.G.L. Chapter 131, Section 40.

Section 170-5. Requests for determinations and applications for permits.

- A. Any person desiring to know whether or not a proposed activity or an area is subject to this chapter may request, in writing, a determination from the Commission. Such a request for determination shall contain data, information and plans specified by the regulations of the Commission. Seven (7) copies of such data and plans shall be submitted to the Commission.
- B. The Commission in an appropriate case may accept as the request under this Chapter the request for determination of applicability filed under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.

- C. Written application shall be filed with the Commission to perform activities regulated by this chapter affecting buffer zones and resource areas protected by this chapter. The application shall include seven (7) sets of such data, information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the environment. No activities shall commence without receiving and complying with a permit issued pursuant to this chapter.
- D. The Commission in an appropriate case may accept as the application and plans under this chapter the Notice of Intent and plans filed under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- E. At the time of an application or request, the applicant shall pay a filing fee specified in regulations of the Commission. This fee is in addition to that required by the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- F. Design review fee.
- (1) In addition to any filing fee imposed by this chapter or by regulations promulgated by the Commission hereunder, the Commission is authorized to require the applicant to pay a design review fee to cover the reasonable costs and expenses borne by the Commission for specific expert engineering and consulting services deemed necessary by the Commission to review a notice of intent, request for determination, and certificate of compliance up to a maximum of Seven Thousand Five Hundred Dollars (\$7,500.). Said payment may be required by the Commission at any point in reviewing or deliberating prior to a final decision being rendered.
 - (2) The Commission may waive this design review fee for an application filed by a government agency or for a request for determination filed by a person having no financial connection with the property which is the subject of the request.
 - (3) The Commission is authorized to charge this design review fee when a notice of intent, request for determination, or a certificate of compliance involves any of the following:
 - (a) Alteration of two hundred fifty (250) square feet or greater of freshwater wetlands.
 - (b) Alteration of two hundred fifty (250) square feet or greater of a bank or waterway.
 - (c) Alteration of two hundred fifty (250) square feet or greater of the buffer zone defined under this chapter.
 - (d) Alteration of any amount of land under a water body.
 - (e) Discharge of any pollutants into or contributing to surface or groundwaters of any buffer zone or resource area under this chapter.
 - (f) Construction of a detention or retention basin or other drainage device.
 - (4) Said specific expert engineering and consultant services may include but are not limited to processing said applications and requests, copying plans and technical submittals for further review, contracting for professional services, wetland survey and delineation, hydrogeologic and drainage analysis, wildlife, wildlife habitat, and fisheries evaluation.

- (5) Said design review fee shall be paid by the applicant upon written request by the Commission. The fee shall be paid to the Town of Southborough into a professional service conservation account of the Commission set up by the Treasurer for this purpose, separate and apart from all other monies, which may be drawn upon by the Commission for services approved by the Commission at a public meeting. The principal and interest thereon shall be expended by said Treasurer at the direction of the Commission for all reasonable costs and expenses for design review hereunder. Any unused portion of said fee shall be returned by the Commission to the applicant within forty-five (45) calendar days of written request for same by the applicant, unless the Commission decides in a public meeting that other action is necessary.
- (6) Any applicant aggrieved by the imposition of, or size of, the design review fee, related thereto, may appeal according to the provisions of the Massachusetts General Laws.
- (7) In setting the amount of said design review fee, the Commission shall utilize one of the following standards:
- (a) One percent (1%) of the estimated cost of the project.
 - (b) A written proposal for reasonable costs and expenses submitted by an expert engineer or consultant.
 - (c) Prior experience of the Commission with expert engineering and consultant services in similar projects.
- (8) The "estimated cost of the project" shall mean the estimated cost of land preparation, land grading, placement of utilities, placement of roads and drainage systems, placement of parking, landscaping, and construction of buildings if any.

Section 170-6. Public notice and hearings.

- A. An application or request for determination shall be hand delivered or sent by certified mail to the Commission. The Commission shall notify all abutters according to the most recent records of the assessors, including those across a traveled way or body of water. The notice to abutters shall state where the request or application, including any accompanying documents, may be examined or obtained. When a person requesting a determination is other than the owner, the request, the notice of the hearing and the determination itself shall be sent by the Commission to the owner as well as the person making the request.
- B. The Commission shall conduct a public hearing on any application or request for determination, with written notice given at the expense of the applicant, five (5) working days prior to the hearing, in a newspaper of general circulation in the Town of Southborough. The Commission, in an appropriate case, may combine its hearing under this chapter with the hearing conducted under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.
- C. The Commission shall commence the public hearing within twenty-one (21) days from receipt of a completed application or request for determination, unless the applicant extends the twenty-one (21) day time period by a signed written waiver.

D. The Commission shall have authority to continue the hearing to a date certain announced at the hearing or to an unspecified date, for reasons stated at the hearing, which may include the receipt of additional information offered by the applicant or others, information and plans required of the applicant, deemed necessary by the Commission at its discretion, or comments and recommendations of other Southborough boards and officials. If a date for continuation is not specified, the hearing shall reconvene within twenty-one (21) days after the submission of a specified piece of information or the occurrence of a specified action. The date, time and place of said continued hearing shall be published in a newspaper of general circulation in the Town of Southborough five (5) working days prior to the continuation, at the expense of the applicant, and written notice shall be sent to any person who so requests in writing.

E. The Commission shall issue its permit or determination in writing within twenty-one (21) days of the close of the public hearing thereon.

Section 170-7. Determinations, permits and conditions.

A. The Commission shall have the authority, after a public hearing, to determine whether a specific parcel of land contains or does not contain buffer zones or resource areas protected under this chapter. If the Commission finds that no such areas are present, it shall issue a negative determination.

B. If the Commission, after a public hearing on the permit application, determines that the activities which are the subject of the application are likely to have a significant or cumulative detrimental effect upon the wetland values protected by this chapter, the Commission, within twenty-one (21) days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions.

C. The Commission is empowered to deny a permit for failure to meet the requirements of this chapter for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in regulations of the Commission; for failure to avoid or prevent significant or cumulative detrimental effects upon the wetland values protected by this chapter; and where no conditions are adequate to protect those values.

D. A permit shall expire three (3) years from the date of issuance unless renewed prior to expiration. All work shall be completed prior to expiration. Notwithstanding the above, the Commission, at its discretion, may issue a permit expiring five (5) years from the date of issuance for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. Any permit may be renewed once for an additional three (3) year period.

E. For good cause, the Commission may revoke or amend a permit issued under this chapter after public notice and public hearing, and notice to the holder of the permit.

F. The Commission, in an appropriate case, may combine the permit or other action on an application issued under this chapter with the order of conditions or other action issued or taken under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.

Section 170-8. Coordination with other boards.

Any person filing a permit application or request for determination with the Commission shall provide written notice thereof at the same time, by certified mail or hand delivery, to the Board of Selectmen, Planning Board, Zoning Board of Appeals, Board of Health, Town Planner and Building Inspector. The Commission will not consider the filing complete until said notice has been served to all the aforementioned boards and officials.

Section 170-9. Project completion.

Upon the completion of any project permitted by the Conservation Commission, the applicant or his agent must request, in writing to the Commission, a certificate of compliance, which will declare that the project was completed according to the conditions set by the Commission after the public hearing defined in Section 170-7 of this chapter. This request must be made at least thirty (30) days prior to the date that the certificate is needed, or the date that the permit expires, whichever comes first, and must include the date needed plus seven (7) sets of as-built plans.

Section 170-10. Security.

- A. As part of a permit issued under this chapter, in addition to any security required by any other municipal or state board, agency or official, the Commission may require for proposed activities determined to have a significant potential impact on the values protected by the Chapter that the performance and observance of the conditions imposed hereunder be secured wholly or in part by a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission. The amount of said security shall be determined as a percentage, not to exceed fifty percent (50%), of the "estimated cost of the project" as defined in Section 170-5.
- B. In addition or in the alternative, the Commission may accept as security a conservation restriction, easement or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of this municipality and observed before any lot may be conveyed other than by mortgage deed.

Section 170-11. Enforcement.

- A. The Commission shall have authority to enforce this chapter, its regulations and permits issued thereunder by violation notices, administrative orders, and civil and criminal court actions.
- B. Upon request of the Commission, with prior approval from the Board of Selectmen, the Town Counsel shall take legal action for enforcement under civil law. Upon request of the Commission with prior approval from the Board of Selectmen, the Chief of Police shall take legal action for enforcement under criminal law.
- C. Municipal boards and officers, including any police officer or other officer having police powers, shall have the authority to assist the Commission in enforcement.

D. Any person who violates any provision of this chapter, including any causing, suffering or allowing of illegal work, any failure or refusal to comply with an enforcement order, violation notice or administrative order, and any failure or refusal to remove illegal fill, restore property or obtain necessary commission approval, or any person who violates the permits issued thereunder, shall be punished by a fine of not more than Three Hundred Dollars (\$300.). Each day or portion thereof during which a violation continues, shall constitute a separate offense, and each provision of the chapter or permit violated shall constitute a separate offense. This fine may be in addition to any levied under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40.

E. In the alternative to criminal prosecution, the Commission may elect to utilize the noncriminal disposition procedure set forth in M.G.L. Chapter 40, Section 21D. The fine for any violation disposed of through this procedure shall be Two Hundred Dollars (\$200.) for each offense. Each day or portion thereof during which a violation continues shall constitute a separate offense and each provision of the chapter or permit violated shall constitute a separate offense. This fine may be in addition to any levied under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40. For purposes of noncriminal disposition, the Conservation Commission members and Police Officers shall all be enforcing persons.

Section 170-12. Burden of proof.

The applicant for a permit shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the application will not have unacceptable significant or cumulative effects upon the wetland values protected by this chapter. Failure to provide adequate evidence to the Commission supporting this burden shall be sufficient cause for the Commission to deny a permit or grant a permit with conditions.

Section 170-13. Relation to the Wetlands Protection Act.

This chapter is adopted under the Home Rule amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and the regulations thereunder.

Section 170-14. Severability.

The invalidity of any section or provision of this chapter shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

Section 170-15. Regulations.

A. After public notice and public hearing, the Commission shall promulgate rules and regulations to accomplish the purposes of this chapter. The Commission may amend the rules and regulations after public notice and public hearing.

B. Unless otherwise stated in this chapter or in the rules and regulations promulgated under this chapter, the definitions, procedures and performance standards of the Wetlands Protection Act, M.G.L. 131, Section 40 and associated Wetlands Regulations, 310 CMR 10.00 shall apply.

MOTION MADE: To amend section 170-2 of this Article, Definitions of Alter, line F, to read:

ALTER

F. Driving of piles, erection, alterations or replacement of buildings or structure of any kind.

MOTION: (as stated above) PASSED by MAJORITY VOTE.

MOTION MADE: 170-15 REGULATIONS
A. DELETE in its entirety.

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

VOTED UNANIMOUSLY: To LIMIT DEBATE.

MOTION: 170-15 REGULATIONS
A. DELETE in its entirety DEFEATED by MAJORITY VOTE.

MOTION MADE: To POSTPONE INDEFINITELY.

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

MOTION MADE: To LIMIT DEBATE PASSED by the following HAND COUNT VOTE: Yes: 3 No: 1.
PASSED by MAJORITY VOTE: To POSTPONE INDEFINITELY.

ARTICLE 41: To see if the Town will vote to amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-10 "Site Plan Approval", by deleting subsection 174-10 in its entirety and inserting the following:

A. The purpose of the site plan review procedure is to encourage a desirable and compatible character of development within the Town of Southborough, and to assure safety, promote logic, imagination and innovation in the design process while complying with all zoning requirements.

The requirements of this section shall be applicable to the following:

- (1) Any nonresidential development that results in an increase in on-site parking:
- (2) All modifications to existing development projects which fall within the applicability of the Town's regulations for Parking and Loading (174-12), or Landscaping (174-13).

Site Plan Review will be processed by one of the following means:

B. Minor Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds less than 2,000 square feet of floor area, or which would require at least five (5) but less than twenty (20) parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Minor Plan Review by the Site Plan Review Committee. The Site Plan Review Committee shall be chaired by the Town Planner and will consist of a Selectmen or their designee, Building Inspector, Highway Superintendent, Board of Health Agent, Superintendent of the Water Department, Police Chief, and Fire Chief or their designee, who will meet at a regularly scheduled time and place to review plans. The Committee shall also seek the advice of the Conservation Commission in the review of all Minor Plan submissions.

(1) Minor Plan Review will require ten (10) copies of the site plan be submitted to the office of the Planning Board, together with an application form and filing fee. All plans will be prepared at a scale no greater than 1" = 40' on standard 24" x 36" sheets, and shall show as a minimum:

- (a) all existing and proposed buildings, including setbacks;
- (b) existing and proposed parking;
- (c) driveway openings;
- (d) all property and street lines;
- (e) existing and proposed landscaping;
- (f) existing and proposed signs;
- (g) surfacing, indicating treatment of all surfaces;
- (h) location of all wetlands;
- (i) method of sewage disposal;
- (j) water supply;
- (k) storm water drainage;
- (l) such other information as the Site Plan Review Committee may reasonably request.

(2) Any dispute arising from the Minor Plan Review Process, or any plan not receiving unanimous approval from the Site Plan Review Committee shall be referred to the Planning Board for action. The Committee may also refer to the Planning Board any Site Plan that due to unusual circumstances or a unique situation they feel should be approved through the Major Site Plan Review Process.

(3) The Site Plan Review Committee shall approve, disapprove, or refer to the Planning Board all submittals for Minor Plan Review within 30 days of a completed application to the office of the Planning Board.

(4) Where applicable, all other criteria and conditions of this section will govern Minor Plan Review.

C. Major Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds 2,000 square feet or more of floor area, or which would require twenty (20) or more parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Major Plan Review by the Planning Board. The major Site Plan submission shall consist of the following elements:

(1) Ownership, zoning, use and the general location of structure and topography within three hundred (300) feet of the property lines of the site or adjacent land contiguously owned with the site.

(2) All site features, existing or proposed, including but not limited to the following:

- (a) Driveways, including widths.
- (b) Parking facilities, including dimensions thereof.
- (c) Loading facilities.
- (d) Service areas.
- (e) Street line, including widths.
- (f) Roadways, including widths.
- (g) Pedestrian walks, including widths and types of surface.
- (h) Landscaping, designation, specific plantings.
- (i) Screening.
- (j) Signs, including proposed sizes, mounting heights, types and drafted design.

- (k) Lighting, including plan location and detail information, size, type and wattage.
- (l) Surfacing, indicating treatment of all surfaces.
- (m) Existing trees on the site which are a caliper of six (6) inches or larger.
- (n) Wetlands.
- (o) Drainage, including detailed design data, pipe sizing, etc.
- (p) Stone walls.
- (q) Topography at two-foot contour intervals.
- (r) Sewage disposal, including detailed design information.
- (s) Water Supply.
- (t) Curbing.
- (u) Such other information as the Planning Board may reasonably request.

(3) The construction of the work as detailed on the site plan shall not deviate from the work shown on the approved site plan. Accordingly, the site plan shall contain a sufficient level of detail to ensure the constructability of the project. Supporting details and documentation shall be presented as part of the site plan submission.

(4) Incomplete applications for both the minor and major review shall not be accepted by the Planning Board. Following submission of a site plan to the Planning Board, the Board or its designee shall review the plan for completeness within three (3) business days of the submission. Completeness shall be based on the requirements of this subsection. If the submission is determined incomplete by the Planning Board or its agent, notice will be mailed to the applicant by certified mail within three (3) business days of the submission specifying the deficiencies.

D. The Plan shall be prepared by a professional engineer, land surveyor, architect or landscape architect registered to practice in the Commonwealth of Massachusetts, and shall be submitted with eleven copies to the office of the Planning Board, together with an application form and a filing fee, if any.

E. Approval Required. [Amended 4-14-86 ATM, Art. 48]

(1) Site plan approval shall be granted upon determination by the Planning Board that the following are complied with. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage consistent with the functional requirements of the Southborough Planning Board's "Rules and Regulations for the Subdivision of Land"; and shall be so designed that for the given location and type and extent of land use, the design of building form, building location, egress points, grading and other elements of the development shall be so as to:

- (a) Minimize the volume of cut and fill, the number of removed trees six inches in caliper and larger, length of removed stone walls, the area of wetland vegetation displaced, the extent of stormwater flow increase from the site, soil erosion and threat of air or water pollution;
- (b) Maximize pedestrian and vehicular safety and convenience within the site and egressing from it;
- (c) Minimize obstruction of scenic views from publicly accessible locations;

(d) Minimize visual intrusion by minimizing the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned; minimizing glare from headlights through plantings or other screening; minimizing lighting intrusion through use of such devices as cutoff luminaires confining direct rays to the site; fixture mounting height not higher than twenty (20) feet except adjacent to Route 9; and avoiding unreasonable departure from the character of building in the vicinity.

(2) The Planning Board shall adopt and from time to time amend reasonable regulations for the administration of these guidelines.

- F. The Planning Board shall hold a public hearing on the application for site plan approval, with a written notice of the time and place of said hearing being given the applicant and the Board of Selectmen. The Applicant is responsible for sending this notice to the certified abutters by Certified Mail/Return Receipt Requested, at least ten days before the scheduled hearing. The Planning Board shall not act on the application until it has received and given due consideration to the recommendations of the Board of Selectmen, or until ten days have elapsed after the public hearing without receipt of the Selectmen's comments.
- G. The Planning Board shall act on an application for site plan approval and shall notify in writing the applicant, the Board of Selectmen and the Building Inspector of its action within sixty (60) days of the receipt of the application. Failure of the Planning Board to so act and to notify the applicant within said sixty (60) days shall constitute approval of the site plan. The actions allowed by the site plan approval are authorized for a one-year period from the date of grant thereof. The applicant shall be granted a single one-year extension by applying to the Planning Board in writing prior to the date of expiration. If the actions permitted are not exercised or the approval not extended, they shall lapse, and a new application notice and hearing will be required. [Amended 4-13-87 ATM, Art. 43]
- H. Any person aggrieved by the action of the Planning Board on a site plan approval application may appeal said action to the Zoning Board of Appeals as provided in Article VI hereof.
- I. Minor departures from the site plan as approved may be authorized by the Building Inspector after approval of the Site Plan Review Committee if required by engineering or other circumstances not foreseen at the time of plan approval. Any change increasing the size of any building or structure, changing the location of any building, parking or access road by more than ten (10) feet or reducing landscaping or screening may be made only through review by the Planning Board following the same procedures as for an original submittal. Any departure must be requested in writing with the basis for the change given. Any change authorized shall be recorded on the file copy of the site plan with the Building Inspector's signature and the date. [Amended 4-14-86 ATM, Art. 48]
- J. [formerly I.] The removal, fill or change of grade of earth materials, including soil, loam, sand or gravel, undertaken in order to construct or locate buildings, structures and such features accessory thereto as ways, driveways, areaways, walks or parking areas, and therefore exempt from regulations under Chapter 85 of this Code, is a part of construction and development process regulated by the Zoning chapter. Except as necessary for the construction of detached one- or two-family dwellings and of features accessory thereto, the removal, fill or change of grade of earth materials for the purposes defined above shall be subject to approval under this section. Where the commencement of removal, fill or change of grade of earth materials precedes construction by three (3) months or more, the submission and approval of the site plan may be undertaken in two (2) stages, with the information for the first stage limited to property boundaries, existing and proposed topography at two-foot

or lesser contour intervals, the character of the soil to be removed, added or relocated, the location and depth of any service and drainage conduits or pipes and the approximate location of any existing or proposed buildings, structures or physical features accessory thereto. Each stage shall be treated as a separate site plan for the purposes of this section, and the approval of Stage 1 of a site plan shall not be construed to assure the subsequent approval of Stage 2 [Added 4-8-85 ATM, Art. 39]

- K. Compliance. The issuance of an occupancy permit will not be given prior to the satisfactory completion of all elements and conditions of the approved site plan. A temporary occupancy permit may be issued after the satisfactory completion of all items essential to public health and safety, and sufficient bonding acceptable to the Planning Board is provided to the Town to cover all outstanding items.

or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-10 in its entirety and inserting the following:

- A. The purpose of the site plan review procedure is to encourage a desirable and compatible character of development within the Town of Southborough, and to assure safety, promote logic, imagination and innovation in the design process while complying with all zoning requirements. The requirements of this section shall be applicable to the following:

- (1) Any nonresidential development that results in an increase in on-site parking;
- (2) All modifications to existing development projects which fall within the applicability of the Town's regulations for Parking and Loading (174-12), or Landscaping (174-13).

Site Plan Review will be processed by one of the following means:

- B. Minor Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds less than 2,000 square feet of floor area, or which would require at least five (5) but less than twenty (20) parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Minor Plan Review by the Site Plan Review Committee. The Site Plan Review Committee shall be chaired by the Town Planner and will consist of a Selectmen or their designee, Building Inspector, Highway Superintendent, Board of Health Agent, Superintendent of the Water Department, Police Chief, and Fire Chief or their designee, who will meet at a regularly scheduled time and place to review plans. The Committee shall also seek the advice of the Conservation Commission in the review of all Minor Plan submissions.

- (1) Minor Plan Review will require ten (10) copies of the site plan be submitted to the office of the Planning Board, together with an application form and filing fee. All plans will be prepared at a scale no greater than 1" = 40' on standard 24" x 36" sheets, and shall show as a minimum:

- (a) all existing and proposed buildings, including setbacks;
- (b) existing and proposed parking;
- (c) driveway openings;
- (d) all property and street lines;
- (e) existing and proposed landscaping;
- (f) existing and proposed signs;
- (g) surfacing, indicating treatment of all surfaces;
- (h) location of all wetlands;

- (i) method of sewage disposal;
- (j) water supply;
- (k) storm water drainage;
- (l) such other information as the Site Plan Review Committee may reasonably request.

(2) Any dispute arising from the Minor Plan Review Process, or any plan not receiving unanimous approval from the Site Plan Review Committee shall be referred to the Planning Board for action. The Committee may also refer to the Planning Board any Site Plan that due to unusual circumstances or a unique situation they feel should be approved through the Major Site Plan Review Process.

(3) The Site Plan Review Committee shall approve, disapprove, or refer to the Planning Board all submittals for Minor Plan Review within 30 days of a completed application to the office of the Planning Board.

(4) Where applicable, all other criteria and conditions of this section will govern Minor Plan Review.

C. Major Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds 2,000 square feet or more of floor area, or which would require twenty (20) or more parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Major Plan Review by the Planning Board. The major Site Plan submission shall consist of the following elements:

(1) Ownership, zoning, use and the general location of structure and topography within three hundred (300) feet of the property lines of the site or adjacent land contiguously owned with the site.

(2) All site features, existing or proposed, including but not limited to the following:

- (a) Driveways, including widths.
- (b) Parking facilities, including dimensions thereof.
- (c) Loading facilities.
- (d) Service areas.
- (e) Street line, including widths.
- (f) Roadways, including widths.
- (g) Pedestrian walks, including widths and types of surface.
- (h) Landscaping, designation, specific plantings.
- (i) Screening.
- (j) Signs, including proposed sizes, mounting heights, types and drafted design.
- (k) Lighting, including plan location and detail information, size, type and wattage.
- (l) Surfacing, indicating treatment of all surfaces.
- (m) Existing trees on the site which are a caliper of six (6) inches or larger.
- (n) Wetlands.
- (o) Drainage, including detailed design data, pipe sizing, etc.
- (p) Stone walls.
- (q) Topography at two-foot contour intervals.
- (r) Sewage disposal, including detailed design information.
- (s) Water Supply.
- (t) Curbing.
- (u) Such other information as the Planning Board may reasonably request.

- (3) The construction of the work as detailed on the site plan shall not deviate from the work shown on the approved site plan. Accordingly, the site plan shall contain a sufficient level of detail to ensure the constructability of the project. Supporting details and documentation shall be presented as part of the site plan submission.
- (4) Incomplete applications for both the minor and major review shall not be accepted by the Planning Board. Following submission of a site plan to the Planning Board, the Board or its designee shall review the plan for completeness within three (3) business days of the submission. Completeness shall be based on the requirements of this subsection. If the submission is determined incomplete by the Planning Board or its agent, notice will be mailed to the applicant by certified mail within three (3) business days of the submission specifying the deficiencies.
- D. The Plan shall be prepared by a professional engineer, land surveyor, architect or landscape architect registered to practice in the Commonwealth of Massachusetts, and shall be submitted with eleven copies to the office of the Planning Board, together with an application form and a filing fee, if any.
- E. Approval Required. [Amended 4-14-86 ATM, Art. 48]
- (1) Site plan approval shall be granted upon determination by the Planning Board that the following are complied with. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage consistent with the functional requirements of the Southborough Planning Board's "Rules and Regulations for the Subdivision of Land"; and shall be so designed that for the given location and type and extent of land use, the design of building form, building location, egress points, grading and other elements of the development shall be so as to:
- (a) Minimize the volume of cut and fill, the number of removed trees six inches in caliper and larger, length of removed stone walls, the area of wetland vegetation displaced, the extent of stormwater flow increase from the site, soil erosion and threat of air or water pollution;
 - (b) Maximize pedestrian and vehicular safety and convenience within the site and egressing from it;
 - (c) Minimize obstruction of scenic views from publicly accessible locations;
 - (d) Minimize visual intrusion by minimizing the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned; minimizing glare from headlights through plantings or other screening; minimizing lighting intrusion through use of such devices as cutoff luminaires confining direct rays to the site; fixture mounting height not higher than twenty (20) feet except adjacent to Route 9; and avoiding unreasonable departure from the character of building in the vicinity.
- (2) The Planning Board shall adopt and from time to time amend reasonable regulations for the administration of these guidelines.

- F. The Planning Board shall hold a public hearing on the application for site plan approval, with a written notice of the time and place of said hearing being given the applicant and the Board of Selectmen. The Applicant is responsible for sending this notice to the certified abutters by Certified Mail/Return Receipt Requested, at least ten days before the scheduled hearing. The Planning Board shall not act on the application until it has received and given due consideration to the recommendations of the Board of Selectmen, or until ten days have elapsed after the public hearing without receipt of the Selectmen's comments.
- G. The Planning Board shall act on an application for site plan approval and shall notify in writing the applicant, the Board of Selectmen and the Building Inspector of its action within sixty (60) days of the receipt of the application. Failure of the Planning Board to so act and to notify the applicant within said sixty (60) days shall constitute approval of the site plan. The actions allowed by the site plan approval are authorized for a one-year period from the date of grant thereof. The applicant shall be granted a single one-year extension by applying to the Planning Board in writing prior to the date of expiration. If the actions permitted are not exercised or the approval not extended, they shall lapse, and a new application notice and hearing will be required. [Amended 4-13-87 ATM, Art. 43]
- H. Any person aggrieved by the action of the Planning Board on a site plan approval application may appeal said action to the Zoning Board of Appeals as provided in Article VI hereof.
- I. Minor departures from the site plan as approved may be authorized by the Building Inspector after approval of the Site Plan Review Committee if required by engineering or other circumstances not foreseen at the time of plan approval. Any change increasing the size of any building or structure, changing the location of any building, parking or access road by more than ten (10) feet or reducing landscaping or screening may be made only through review by the Planning Board following the same procedures as for an original submittal. Any departure must be requested in writing with the basis for the change given. Any change authorized shall be recorded on the file copy of the site plan with the Building Inspector's signature and the date. [Amended 4-14-86 ATM, Art. 48]
- J. [formerly I.] The removal, fill or change of grade of earth materials, including soil, loam, sand or gravel, undertaken in order to construct or locate buildings, structures and such features accessory thereto as ways, driveways, areaways, walks or parking areas, and therefore exempt from regulations under Chapter 85 of this Code, is a part of construction and development process regulated by the Zoning chapter. Except as necessary for the construction of detached one- or two-family dwellings and of features accessory thereto, the removal, fill or change of grade of earth materials for the purposes defined above shall be subject to approval under this section. Where the commencement of removal, fill or change of grade of earth materials precedes construction by three (3) months or more, the submission and approval of the site plan may be undertaken in two (2) stages, with the information for the first stage limited to property boundaries, existing and proposed topography at two-foot or lesser contour intervals, the character of the soil to be removed, added or relocated, the location and depth of any service and drainage conduits or pipes and the approximate location of any existing or proposed buildings, structures or physical features accessory thereto. Each stage shall be treated as a separate site plan for the purposes of this section, and the approval of Stage 1 of a site plan shall not be construed to assure the subsequent approval of Stage 2 [Added 4-8-85 ATM, Art. 39].
- K. Compliance. The issuance of an occupancy permit will not be given prior to the satisfactory completion of all elements and conditions of the approved site plan. A temporary occupancy permit may be issued after the satisfactory completion of all items essential to public health and safety, and sufficient bonding acceptable to the Planning Board is provided to the Town to cover all outstanding items. (2/3 vote required)

Wayne Thies, Southborough Town Planner, was given permission to speak on behalf of the Southborough Planning Board.

NEW AMENDMENT MADE: That the Town Amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-10 "Site Plan Approval", by deleting subsection 174-10 in its entirety and inserting the following:

A. The purpose of the site plan review procedure is to encourage a desirable and compatible character of development within the Town of Southborough, and to assure safety, promote logic, imagination and innovation in the design process while complying with all zoning requirements. The requirements of this section shall be applicable to the following:

- (1) Any nonresidential development that results in an increase in on-site parking;
- (2) All modifications to existing development projects which fall within the applicability of the Town's regulations for Parking and Loading (174-12), or Landscaping (174-13).

Site Plan Review will be processed by one of the following means:

B. Minor Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds less than 2,000 square feet of floor area, or which would require at least five (5) but less than twenty (20) parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Minor Plan Review by the Site Plan Review Committee. The Site Plan Review Committee shall be chaired by the Administrative Assistant to the Board of Selectmen and will consist of the Town Planner, Building Inspector, Highway Superintendent, Board of Health Agent, Superintendent of the Water Department, Police Chief, and Fire Chief or their designee, who will meet at a regularly scheduled time and place to review plans. The Committee shall also seek the advice of the Conservation Commission in the review of all Minor Plan submissions.

(1) Minor Plan Review will require ten (10) copies of the site plan be submitted to the office of the Board of Selectmen, together with an application form and filing fee. All plans will be prepared at a scale no greater than 1" = 40' on standard 24" x 36" sheets, and shall show as a minimum:

- (a) all existing and proposed buildings, including setbacks;
- (b) existing and proposed parking;
- (c) driveway openings;
- (d) all property and street lines;
- (e) existing and proposed landscaping;
- (f) existing and proposed signs;
- (g) surfacing, indicating treatment of all surfaces;
- (h) location of all wetlands;
- (i) method of sewage disposal;
- (j) water supply;
- (k) storm water drainage;
- (l) such other information as the Site Plan Review Committee may reasonably request.

(2) Any dispute arising from the Minor Plan Review Process, or any plan not receiving unanimous approval from the Site Plan Review Committee shall be referred to the Board of Selectmen for action. The Committee may also refer to the Board of Selectmen any Site Plan that due to unusual circumstances or a unique situation they feel should be approved through the Major Site Plan Review Process.

(3) The Site Plan Review Committee shall approve, disapprove, or refer to the Planning Board all submittals for Minor Plan Review within 30 days of a completed application to the office of the Board of Selectmen.

(4) Where applicable, all other criteria and conditions of this section will govern Minor Plan Review.

C. Major Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds 2,000 square feet or more of floor area, or which would require twenty (20) or more parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Major Plan Review by the Board of Selectmen. The Major Site Plan submission shall consist of the following elements:

(1) Ownership, zoning, use and the general location of structure and topography within three hundred (300) feet of the property lines of the site or adjacent land contiguously owned with the site.

(2) All site features, existing or proposed, including but not limited to the following:

- (a) Driveways, including widths.
- (b) Parking facilities, including dimensions thereof.
- (c) Loading facilities.
- (d) Service areas.
- (e) Street line, including widths.
- (f) Roadways, including widths.
- (g) Pedestrian walks, including widths and types of surface.
- (h) Landscaping, designation, specific plantings.
- (i) Screening.
- (j) Signs, including proposed sizes, mounting heights, types and drafted design.
- (k) Lighting, including plan location and detail information, size, type and wattage.
- (l) Surfacing, indicating treatment of all surfaces.
- (m) Existing trees on the site which are a caliper of six (6) inches or larger.
- (n) Wetlands.
- (o) Drainage, including detailed design data, pipe sizing, etc.
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- (r) Sewage disposal, including detailed design information.
- (s) Water Supply.
- (t) Curbing.
- (u) Such other information as the Planning Board may reasonable request.

(3) The construction of the work as detailed on the site plan shall not deviate from the work shown on the approved site plan. Accordingly, the site plan shall contain a sufficient level of detail to ensure the constructability of the project. Supporting details and documentation shall be presented as part of the site plan submission.

(4) Incomplete application for both the minor and major review shall not be accepted by the Board of Selectmen. Following submission of a site plan to the Board of Selectmen, the Board or its designee shall review the plan for completeness within three (3) business days of the submission. Completeness shall be based on the requirements of this subsection. If the submission is determined incomplete by the Board of Selectmen or its agent, notice will be mailed to the applicant by certified mail within three (3) business days of the submission specifying the deficiencies.

D. The Plan shall be prepared by a professional engineer, land surveyor, architect or landscape architect registered to practice in the Commonwealth of Massachusetts, and shall be submitted eleven copies to the office of the Board of Selectmen, together with an application form and a filing fee, if any.

E. Approval Required. (Amended 4-14-86 ATM, Art. 48)

(1) Site plan approval shall be granted upon determination by the Board of Selectmen that the following are complied with. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage consistent with the functional requirements of the Southborough Planning Board's "Rules and Regulations for the Subdivision of Land"; and shall be so designed that the given location and type and extent of land use, the design of building form, building location, egress points, grading and other elements of the development shall be so as to:

(a) Minimize the volume of cut and fill, the number of removed trees six inches in caliper and larger, length of removed stone walls, the area of wetlands vegetation displaced, the extent of stormwater flow increase from the site, soil erosion and threat of air or water pollution;

(b) Maximize pedestrian and vehicular safety and convenience within the site and egressing from it;

(c) Minimize obstruction of scenic views from publicly accessible locations;

(d) Minimize visual intrusion by minimizing the visibility of parking, storage, and other outdoor service areas viewed from public ways or premises residentially used or zoned; minimizing glare from headlights through plantings or other screening; minimizing lighting intrusion through use of such devices as cutoff luminaires confining direct rays to the site; fixture mounting height not higher than twenty (20) feet except adjacent to Route 9; and avoiding unreasonable departure from the character of building in the vicinity.

(2) The Board of Selectmen shall adopt and from time to time amend reasonable regulations for the administration of these guidelines.

F. The Board of Selectmen shall hold a public hearing on the application for site plan approval, with a written notice of the time and place of said hearing being given the applicant and the Planning Board. The Applicant is responsible for sending this notice to the certified abutters by Certified Mail/Return Receipt Requested, at least ten days before the scheduled hearing. The Board of Selectmen shall not act on the application until it has received and given due consideration to the recommendations of the Board of Selectmen, or until ten days have elapsed after the public hearing without receipt of the Planning Board comments.

G. The Board of Selectmen shall act on an application for site plan approval and shall notify in writing the applicant, the Planning Board and the Building Inspector of its action within sixty (60) days of the receipt of the application. Failure of the Board of Selectmen to so act and to notify the applicant within said sixty (60) days shall constitute approval of the site plan. The actions allowed by the site plan approval are authorized for a one-year period from the date of grant thereof. The applicant shall be granted a single one-year extension by applying to the Board of Selectmen in writing prior to the date of expiration. If the actions permitted are not exercised or the approval not extended, they shall lapse, and a new application notice and hearing will be required. (amended 4-13-87 ATM, Art. 43)

- H. Any person aggrieved by the action of the Board of Selectmen on a site plan approval application may appeal said action to the Zoning Board of Appeals as provided in Article VI hereof.
- I. Minor departures from the site plan as approved may be authorized by the Building Inspector after approval of the Site Plan Review Committee if required by engineering or other circumstances not foreseen at the time of plan approval. Any change increasing the size of any building or structure, changing the location of any building, parking or access road by more than ten (10) feet or reducing landscaping or screening may be made only through review by the Board of Selectmen following the same procedures as for an original submittal. Any departure must be requested in writing with the basis for the change given. Any change authorized shall be recorded on the file copy of the site plan with the Building Inspector's signature and the date (Amended 45-14-86 ATM, Art. 48)
- J. (formerly I.) The removal, fill or change of grade of earth materials, including soil, loan, sand or gravel, undertaken in order to construct or locate buildings, structures and such features accessory thereto as ways, driveways, areaways, walks or parking areas, and therefore exempt from regulations under Chapter 85 of this Code, is a part of construction and development process regulated by the Zoning chapter. Except as necessary for the construction of detached one- or two-family dwellings and of features accessory thereto, the removal, fill or change of grade of earth materials for the purpose defined above shall be subject to approval under this section. Where the commencement of removal, fill or change of grade of earth materials precedes construction by three (3) months or more, the submission and approval of the site plan may be undertaken in two (2) stages, with the information for the first stage limited to property boundaries, existing and proposed topography at two-foot or lesser contour intervals, the character of the soil to be removed, added or relocated, the location and depth of any service and drainage conduits or pipes and the approximate location of any existing or proposed buildings, structures or physical features accessory thereto. Each stage shall be treated as a separate site plan for the purpose of this section, and the approval of Stage 1 of a site plan shall not be construed to assure the subsequent approval of Stage 2 (Added 4-8-85 ATM, Art. 39).
- K. Compliance. The issuance of an occupancy permit will not be given prior to the satisfactory completion of all elements and conditions of the approved site plan. A temporary occupancy permit may be issued after the satisfactory completion of all items essential to public health and safety, and sufficient bonding acceptable to the Board of Selectmen is provided to the Town to cover all outstanding items.

NEW AMENDMENT: (as stated above) DEFEATED UNANIMOUSLY.

MAIN MOTION PASSED by the following HAND COUNT VOTE: YES: 147 NO: 27, as follows: That the Town amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-10 in its entirety and inserting the following:

- A. The purpose of the site plan review procedure is to encourage a desirable and compatible character of development within the Town of Southborough, and to assure safety, promote logic, imagination and innovation in the design process while complying with all zoning requirements. The requirements of this section shall be applicable to the following:
- (1) Any nonresidential development that results in an increase in on-site parking:
 - (2) All modifications to existing development projects which fall within the applicability of the Town's regulations for Parking and Loading (174-12), or Landscaping (174-13).

Site Plan Review will be processed by one of the following means:

B. Minor Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds less than 2,000 square feet of floor area, or which would require at least five (5) but less than twenty (20) parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Minor Plan Review by the Site Plan Review Committee. The Site Plan Review Committee shall be chaired by the Town Planner and will consist of a Selectmen or their designee, Building Inspector, Highway Superintendent, Board of Health Agent, Superintendent of the Water Department, Police Chief, and Fire Chief or their designee, who will meet at a regularly scheduled time and place to review plans. The Committee shall also seek the advice of the Conservation Commission in the review of all Minor Plan submissions.

(1) Minor Plan Review will require ten (10) copies of the site plan be submitted to the office of the Planning Board, together with an application form and filing fee. All plans will be prepared at a scale no greater than 1" = 40' on standard 24" x 36" sheets, and shall show as a minimum:

- (a) all existing and proposed buildings, including setbacks;
- (b) existing and proposed parking;
- (c) driveway openings;
- (d) all property and street lines;
- (e) existing and proposed landscaping;
- (f) existing and proposed signs;
- (g) surfacing, indicating treatment of all surfaces;
- (h) location of all wetlands;
- (i) method of sewage disposal;
- (j) water supply;
- (k) storm water drainage;
- (l) such other information as the Site Plan Review Committee may reasonably request.

(2) Any dispute arising from the Minor Plan Review Process, or any plan not receiving unanimous approval from the Site Plan Review Committee shall be referred to the Planning Board for action. The Committee may also refer to the Planning Board any Site Plan that due to unusual circumstances or a unique situation they feel should be approved through the Major Site Plan Review Process.

(3) The Site Plan Review Committee shall approve, disapprove, or refer to the Planning Board all submittals for Minor Plan Review within 30 days of a completed application to the office of the Planning Board.

(4) Where applicable, all other criteria and conditions of this section will govern Minor Plan Review.

C. Major Plan Review: Any new development, expansion, or change in use other than a single family or two family residence which adds 2,000 square feet or more of floor area, or which would require twenty (20) or more parking spaces, regardless of the number of parking spaces existing on the premises, shall be subject to Major Plan Review by the Planning Board. The major Site Plan submission shall consist of the following elements:

(1) Ownership, zoning, use and the general location of structure and topography within three hundred (300) feet of the property lines of the site or adjacent land contiguously owned with the site.

(2) All site features, existing or proposed, including but not limited to the following:

- (a) Driveways, including widths.
- (b) Parking facilities, including dimensions thereof.
- (c) Loading facilities.
- (d) Service areas.
- (e) Street line, including widths.
- (f) Roadways, including widths.
- (g) Pedestrian walks, including widths and types of surface.
- (h) Landscaping, designation, specific plantings.
- (i) Screening.
- (j) Signs, including proposed sizes, mounting heights, types and drafted design.
- (k) Lighting, including plan location and detail information, size, type and wattage.
- (l) Surfacing, indicating treatment of all surfaces.
- (m) Existing trees on the site which are a caliper of six (6) inches or larger.
- (n) Wetlands.
- (o) Drainage, including detailed design data, pipe sizing, etc.
- (p) Stone walls.
- (q) Topography at two-foot contour intervals.
- (r) Sewage disposal, including detailed design information.
- (s) Water Supply.
- (t) Curbing.
- (u) Such other information as the Planning Board may reasonably request.

(3) The construction of the work as detailed on the site plan shall not deviate from the work shown on the approved site plan. Accordingly, the site plan shall contain a sufficient level of detail to ensure the constructability of the project. Supporting details and documentation shall be presented as part of the site plan submission.

(4) Incomplete applications for both the minor and major review shall not be accepted by the Planning Board. Following submission of a site plan to the Planning Board, the Board or its designee shall review the plan for completeness within three (3) business days of the submission. Completeness shall be based on the requirements of this subsection. If the submission is determined incomplete by the Planning Board or its agent, notice will be mailed to the applicant by certified mail within three (3) business days of the submission specifying the deficiencies.

D. The Plan shall be prepared by a professional engineer, land surveyor, architect or landscape architect registered to practice in the Commonwealth of Massachusetts, and shall be submitted with eleven copies to the office of the Planning Board, together with an application form and a filing fee, if any.

E. Approval Required. [Amended 4-14-86 ATM, Art. 48]

(1) Site plan approval shall be granted upon determination by the Planning Board that the following are complied with. Any new building construction or other site alteration shall provide adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage consistent with the functional requirements of the Southborough Planning Board's "Rules and Regulations for the Subdivision of Land"; and shall be so designed that for the given location and type and extent of land use, the design of building form, building location, egress points, grading and other elements of the development shall be so as to:

- (a) Minimize the volume of cut and fill, the number of removed trees six inches in caliper and larger, length of removed stone walls, the area of wetland vegetation displaced, the extent of stormwater flow increase from the site, soil erosion and threat of air or water pollution;
 - (b) Maximize pedestrian and vehicular safety and convenience within the site and egressing from it;
 - (c) Minimize obstruction of scenic views from publicly accessible locations;
 - (d) Minimize visual intrusion by minimizing the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned; minimizing glare from headlights through plantings or other screening; minimizing lighting intrusion through use of such devices as cutoff luminaires confining direct rays to the site; fixture mounting height not higher than twenty (20) feet except adjacent to Route 9; and avoiding unreasonable departure from the character of building in the vicinity.
- (2) The Planning Board shall adopt and from time to time amend reasonable regulations for the administration of these guidelines.
- F. The Planning Board shall hold a public hearing on the application for site plan approval, with a written notice of the time and place of said hearing being given the applicant and the Board of Selectmen. The Applicant is responsible for sending this notice to the certified abutters by Certified Mail/Return Receipt Requested, at least ten days before the scheduled hearing. The Planning Board shall not act on the application until it has received and given due consideration to the recommendations of the Board of Selectmen, or until ten days have elapsed after the public hearing without receipt of the Selectmen's comments.
- G. The Planning Board shall act on an application for site plan approval and shall notify in writing the applicant, the Board of Selectmen and the Building Inspector of its action within sixty (60) days of the receipt of the application. Failure of the Planning Board to so act and to notify the applicant within said sixty (60) days shall constitute approval of the site plan. The actions allowed by the site plan approval are authorized for a one-year period from the date of grant thereof. The applicant shall be granted a single one-year extension by applying to the Planning Board in writing prior to the date of expiration. If the actions permitted are not exercised or the approval not extended, they shall lapse, and a new application notice and hearing will be required. [Amended 4-13-87 ATM, Art. 43]
- H. Any person aggrieved by the action of the Planning Board on a site plan approval application may appeal said action to the Zoning Board of Appeals as provided in Article VI hereof.
- I. Minor departures from the site plan as approved may be authorized by the Building Inspector after approval of the Site Plan Review Committee if required by engineering or other circumstances not foreseen at the time of plan approval. Any change increasing the size of any building or structure, changing the location of any building, parking or access road by more than ten (10) feet or reducing landscaping or screening may be made only through review by the Planning Board following the same procedures as for an original submittal. Any departure must be requested in writing with the basis for the change given. Any change authorized shall be recorded on the file copy of the site plan with the Building Inspector's signature and the date. [Amended 4-14-86 ATM, Art. 48]

J. [formerly I.] The removal, fill or change of grade of earth materials, including soil, loam, sand or gravel, undertaken in order to construct or locate buildings, structures and such features accessory thereto as ways, driveways, areaways, walks or parking areas, and therefore exempt from regulations under Chapter 85 of this Code, is a part of construction and development process regulated by the Zoning chapter. Except as necessary for the construction of detached one- or two-family dwellings and of features accessory thereto, the removal, fill or change of grade of earth materials for the purposes defined above shall be subject to approval under this section. Where the commencement of removal, fill or change of grade of earth materials precedes construction by three (3) months or more, the submission and approval of the site plan may be undertaken in two (2) stages, with the information for the first stage limited to property boundaries, existing and proposed topography at two-foot or lesser contour intervals, the character of the soil to be removed, added or relocated, the location and depth of any service and drainage conduits or pipes and the approximate location of any existing or proposed buildings, structures or physical features accessory thereto. Each stage shall be treated as a separate site plan for the purposes of this section, and the approval of Stage 1 of a site plan shall not be construed to assure the subsequent approval of Stage 2. [Added 4-8-85 ATM, Art. 39]

K. Compliance. The issuance of an occupancy permit will not be given prior to the satisfactory completion of all elements and conditions of the approved site plan. A temporary occupancy permit may be issued after the satisfactory completion of all items essential to public health and safety, and sufficient bonding acceptable to the Planning Board is provided to the Town to cover all outstanding items. (2/3 vote required)

ARTICLE 42: To see if the Town will vote to amend Article I Miscellaneous Provisions of the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-2.B. Definitions by inserting the following definition at its appropriate alphabetical location:

VEHICULAR USE AREA - Vehicular use areas shall include all areas used for the circulation, parking, and/or display of any and all types of vehicles, boats, or heavy construction equipment, whether self-propelled or not, and all land upon which vehicles traverse as a function of the primary uses. Driveways and parking spaces serving single family residential uses shall be an exception to this definition.

2. Amend Section 174-13. Landscaping by deleting subsections A through J and replace with the following:

A. APPLICABILITY. Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under 174-10, the Board of Selectmen may authorize alternatives to the following specification, taking into consideration existing vegetation, topography, soils and other site conditions, provided that equivalent screening, shading, and articulation are achieved.

B. PLANTINGS. Required plantings shall include both trees and evergreen shrubs, and preferably will include ones existing on the site. To be credited towards meeting these requirements, trees must be at least two and one-half (2-1/2) inches in caliper four (4) feet above grade, be of a species common in the area, and be ones which reach an ultimate height of at least thirty (30) feet. To be credited towards meeting these requirements, shrubs must be at least thirty-six (36) inches in height at the time of building

occupancy, reach an ultimate height of at least five (5) feet, and be of a species common in the area. Plantings shall consist of at least one (1) tree per forty (40) linear feet of planting area length, except one (1) tree per twenty (20) linear feet of street planting area abutting Route 9, and at least (1) shrub per three (3) feet. Plantings preferably will be grouped, not evenly spaced, and shall be located or trimmed to avoid blocking egress visibility. The planting area shall be unpaved except for access drives and walks essentially perpendicular to the area and shall be located wholly within the lot.

- C. STREET PLANTING AREA. Street planting is required for nonresidential premises. Required street planting shall be provided within fifteen (15) feet of the street property line along the entire street frontage except at drives.
- D. SIDE LINE PLANTING AREA. Side line planting shall be provided within five (5) feet of the side lot line between the front lot line and the building setback (as abuilt, not as required).
- E. VEHICULAR USE AREA PLANTINGS - The exterior perimeter of all vehicular use areas shall be planted with a buffer strip at least five (5) feet in width, excluding accessways. Any vehicular use area abutting a lot that is residentially used or zoned shall be plated with a buffer strip at least ten (10) feet in width and shall be supplemented with an opaque fence or wall at least six (6) feet high, unless there is vegetation sufficiently dense to effectively obscure vision. A minimum of two percent (2%) of the interior area of parking lots containing thirty (30) or more spaces must be planted. A minimum of one (1) tree and four (4) shrubs exclusive of perimeter plantings must be planted for every one thousand five hundred (1,500) square feet of parking lot. Planting areas must each contain not less than thirty (30) square feet of unpaved soil area. Trees and soil plots shall be so located as to provide visual relief and wind interruption within the parking area, and to assure safe patterns of internal circulation.
- F. DISTRICT BOUNDARY PLANTING AREA. District boundary planting is required on any premises along the full length of any boundary abutting or extending into an RA or RB District and being developed for a use not allowed in that district, unless abutting property is determined by the Selectmen to be unbuildable or visually separated by topographic features. Required planting shall be located within ten (10) feet of the boundary.
- G. [formerly H.] EXISTING VEGETATION. Wherever possible, the above requirements shall be met by retention of existing plants. If located within twenty-five (25) feet of a street, no existing tree of six (6) inches in caliper or greater (measured four (4) feet above grade), dense hedgerow of four (4) or more feet in both depth and height, or existing earth berm providing similar visual screening shall be removed or have grade changed more than one (1) foot unless dictated by public health, access safety or identification of the premises.
- H. [formerly I.] Exceptions. Where plant materials as required would harmfully obstruct a scenic view, substitution of additional low level plantings which will visually define the street edge or property line may be authorized, provided that proposed buildings are also designed and located to preserve that scenic view.
- I. SITE DISTANCE RESTRICTIONS - When an accessway intersects a public street or another accessway, required plantings shall conform to the requirements of unobstructed site distance as outlined in the Parking and Loading Regulations (Sec. 174-12.E).

J. MAINTENANCE. All plant materials required by this chapter shall be maintained in a healthful condition. Dead limbs shall be promptly removed, and dead plants shall be replaced at the earliest appropriate season. Any fences required for screening shall be properly maintained.

[K. NONCONFORMING LANDSCAPING AND SCREENING (No changes)] 3

or do or act anything in relation thereto.

MOTION MADE: That the Town amend Article I Miscellaneous Provisions of the Zoning Code of the Town of Southborough as follows,

1. Amend Section 174-2.B. Definitions by inserting the following definition at its appropriate alphabetical location:

VEHICULAR USE AREA - Vehicular use areas shall include all areas used for the circulation, parking, and/or display of any and all types of vehicles, boats, or heavy construction equipment, whether self-propelled or not, and all land upon which vehicles traverse as a function of the primary uses. Driveways and parking spaces serving single family residential uses shall be an exception to this definition.

2. Amend Section 174-13. Landscaping by deleting subsections A through J and replace with the following:

A. APPLICABILITY. Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under 174-10, the Board of Selectmen may authorize alternatives to the following specification, taking into consideration existing vegetation, topography, soils and other site conditions, provided that equivalent screening, shading, and articulation are achieved.

B. PLANTINGS. Required plantings shall include both trees and evergreen shrubs, and preferably will include ones existing on the site. To be credited towards meeting these requirements, trees must be at least two and one-half (2-1/2) inches in caliper four (4) feet above grade, be of a species common in the area, and be ones which reach an ultimate height of at least thirty (30) feet. To be credited towards meeting these requirements, shrubs must be at least thirty-six (36) inches in height at the time of building occupancy, reach an ultimate height of at least five (5) feet, and be of a species common in the area. Plantings shall consist of at least one (1) tree per forty (40) linear feet of planting area length, except one (1) tree per twenty (20) linear feet of street planting area abutting Route 9, and at least (1) shrub per three (3) feet. Plantings preferably will be grouped, not evenly spaced, and shall be located or trimmed to avoid blocking egress visibility. The planting area shall be unpaved except for access drives and walks essentially perpendicular to the area and shall be located wholly within the lot.

C. STREET PLANTING AREA. Street planting is required for nonresidential premises. Required street planting shall be provided within fifteen (15) feet of the street property line along the entire street frontage except at drives.

D. SIDE LINE PLANTING AREA. Side line planting shall be provided within five (5) feet of the side lot line between the front lot line and the building setback (as abuilt, not as required).

- E. VEHICULAR USE AREA PLANTINGS - The exterior perimeter of all vehicular use areas shall be planted with a buffer strip at least five (5) feet in width, excluding accessways. Any vehicular use area abutting a lot that is residentially used or zoned shall be planted with a buffer strip at least ten (10) feet in width and shall be supplemented with an opaque fence or wall at least six (6) feet high, unless there is vegetation sufficiently dense to effectively obscure vision. A minimum of two percent (2%) of the interior area of parking lots containing thirty (30) or more spaces must be planted. A minimum of one (1) tree and four (4) shrubs exclusive of perimeter plantings must be planted for every one thousand five hundred (1,500) square feet of parking lot. Planting areas must each contain not less than thirty (30) square feet of unpaved soil area. Trees and soil plots shall be so located as to provide visual relief and wind interruption within the parking area, and to assure safe patterns of internal circulation.
- F. DISTRICT BOUNDARY PLANTING AREA. District boundary planting is required on any premises along the full length of any boundary abutting or extending into an RA or RB District and being developed for a use not allowed in that district, unless abutting property is determined by the Selectmen to be unbuildable or visually separated by topographic features. Required planting shall be located within ten (10) feet of the boundary.
- G. [formerly H.] EXISTING VEGETATION. Wherever possible, the above requirements shall be met by retention of existing plants. If located within twenty-five (25) feet of a street, no existing tree of six (6) inches in caliper or greater (measured four (4) feet above grade), dense hedgerow of four (4) or more feet in both depth and height, or existing earth berm providing similar visual screening shall be removed or have grade changed more than one (1) foot unless dictated by public health, access safety or identification of the premises.
- H. [formerly I.] Exceptions. Where plant materials as required would harmfully obstruct a scenic view, substitution of additional low level plantings which will visually define the street edge or property line may be authorized, provided that proposed buildings are also designed and located to preserve that scenic view.
- I. SITE DISTANCE RESTRICTIONS - When an accessway intersects a public street or another accessway, required plantings shall conform to the requirements of unobstructed site distance as outlined in the Parking and Loading Regulations (Sec. 174-12.E).
- J. MAINTENANCE. All plant materials required by this chapter shall be maintained in a healthful condition. Dead limbs shall be promptly removed, and dead plants shall be replaced at the earliest appropriate season. Any fences required for screening shall be properly maintained.
- K. NONCONFORMING LANDSCAPING AND SCREENING (No changes) (2/3 vote required)

1st. AMENDMENT to MOTION MADE: Change Section 174-13, Paragraph B. PLANTINGS in the second sentence to read, "To be credited towards meeting these requirements, trees must be at least two and one-half inches in caliper six (6) inches above grade,..."

1st. AMENDMENT to MOTION: (as stated above) VOTED UNANIMOUSLY.

2nd. AMENDMENT to MOTION MADE: To change the working in Article 42, #2, A. to change the wording in the forth line to read "under 174.10 the Planning Board ..." instead of "Board of Selectmen".

2nd. AMENDMENT to MOTION: (as stated above) VOTED UNANIMOUSLY.

MOTION MADE: To TABLE ARTICLE 42.

VOTED UNANIMOUSLY: To TABLE ARTICLE 42.

ARTICLE 43: To see if the Town will vote to amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-12 "Parking and Loading Regulations", as follows:

A. GENERAL REQUIREMENTS. No change.

B. SURFACING. Required vehicular use areas shall be paved with bituminous concrete unless serving a single family dwelling. An alternative surface may be approved by the Board of Selectmen upon its determination that drainage, erosion, siltation, dust, and appearance will be satisfactorily controlled.

Where an alternative to bituminous concrete is authorized by the Board of Selectmen, the following shall be complied with:

- (a) Access drives shall be paved with bituminous concrete or other pavement authorized by the Board of Selectmen for at least 15 feet inside of the street or property line unless the street itself is not paved.
- (b) Grading and materials selection shall assure that surface materials will not be carried into the street, and that drainage is positively provided for.
- (c) If there are eight or more parking spaces there shall be provisions for identifying individual spaces through use of segmented bumper strips or other similar permanent means.

C. DIMENSIONAL REQUIREMENTS. (formerly B)

1. Loading. No Change.

2. Parking, change "...width of the aisle shall not be less than twenty-two (22) feet..."

D. LOADING REQUIREMENTS. (formerly C). No change.

E. PARKING REQUIREMENTS. (formerly D). Off-street parking spaces shall be provided according to the following schedule, and not more than twenty-five percent (25%) of the required parking spaces other than for dwellings, shall be located in the required front yard.

- (1) Dwellings: two spaces for each dwelling unit containing one (1) or two (2) bedrooms; three (3) spaces for each dwelling unit containing three (3) or more bedrooms, plus one (1) space for each eighty (80) square feet of floor area devoted to a customary home occupation or a professional use.
- (2) Hotels, motels, board or rooming houses and other places providing overnight accommodations: one (1) space for each room accommodation, plus one (1) space for each two (2) employees, plus one (1) space for each 400 square feet of public meeting area and restaurant.
- (3) No change.

- (4) Schools and colleges: two (2) spaces per classroom for elementary and intermediate, 2.5 spaces per classroom for secondary, and one (1) space per two (2) students beyond secondary. None to be less than one (1) space per teacher and staff.
- (5) No change.
- (6) Hospitals, nursing homes, homes for the aged: hospitals: one (1) space per bed; nursing home: one (1) space per two (2) beds; homes for the aged: one (1) space per 1.5 units.
- (7) Theaters, membership clubs and places of amusement, recreation and assembly (public or private): one (1) space per four (4) seats.
- (8) No change.
- (9) No change.
- (10) No change.
- (11) Medical and dental offices: one (1) space per 200 square feet gross floor area.
- (12) Industry, processing, manufacturing, assembly and research and development: one (1) space for each three hundred (300) square feet of floor area, plus space for company-owned trucks and vans and the required loading spaces.
- (13) All other offices and nonresidential uses: Three and one-half (3.5) spaces for each 1,000 square feet of gross floor area.
- (14) No change.

or do or act anything in relation thereto.

MOTION MADE: That the Town amend the Code of the Town of Southborough, Zoning Article III, "Use Regulations", Subsection 174-12 "Parking and Loading Regulations", as follows:

A. GENERAL REQUIREMENTS. No change.

B. SURFACING. Required vehicular use areas shall be paved with bituminous concrete unless serving a single family dwelling. An alternative surface may be approved by the Board of Selectmen upon its determination that drainage, erosion, siltation, dust, and appearance will be satisfactorily controlled.

Where an alternative to bituminous concrete is authorized by the Board of Selectmen, the following shall be complied with:

- (a) Access drives shall be paved with bituminous concrete or other pavement authorized by the Board of Selectmen for at least 15 feet inside of the street or property line unless the street itself is not paved.
- (b) Grading and materials selection shall assure that surface materials will not be carried into the street, and that drainage is positively provided for.
- (c) If there are eight or more parking spaces there shall be provisions for identifying individual spaces through use of segmented bumper strips or other similar permanent means.

C. DIMENSIONAL REQUIREMENTS. (formerly B)

1. Loading. No Change.

2. Parking, change "...width of the aisle shall not be less than twenty-two (22) feet..."

D. LOADING REQUIREMENTS. (formerly C). No change.

E. PARKING REQUIREMENTS. (formerly D). Off-street parking spaces shall be provided according to the following schedule, and not more than twenty-five percent (25%) of the required parking spaces other than for dwellings, shall be located in the required front yard.

(1) Dwellings: two spaces for each dwelling unit containing one (1) or two (2) bedrooms; three (3) spaces for each dwelling unit containing three (3) or more bedrooms, plus one (1) space for each eighty (80) square feet of floor area devoted to a customary home occupation or a professional use.

(2) Hotels, motels, board or rooming houses and other places providing overnight accommodations: one (1) space for each room accommodation, plus one (1) space for each two (2) employees, plus one (1) space for each 400 square feet of public meeting area and restaurant.

(3) No change.

(4) Schools and colleges: two (2) spaces per classroom for elementary and intermediate, 2.5 spaces per classroom for secondary, and one (1) space per two (2) students beyond secondary. None to be less than one (1) space per teacher and staff.

(5) No change.

(6) Hospitals, nursing homes, homes for the aged: hospitals: one (1) space per bed; nursing home: one (1) space per two (2) beds; homes for the aged: one (1) space per 1.5 units.

(7) Theaters, membership clubs and places of amusement, recreation and assembly (public or private): one (1) space per four (4) seats.

(8) No change.

(9) No change.

(10) No change.

(11) Medical and dental offices: one (1) space per 200 square feet gross floor area.

(12) Industry, processing, manufacturing, assembly and research and development: one (1) space for each three hundred (300) square feet of floor area, plus space for company-owned trucks and vans and the required loading spaces.

(13) All other offices and nonresidential uses: Three and one-half (3.5) spaces for each 1,000 square feet of gross floor area.

(14) No change.

F. Egress (formerly E.) No change.

(2/3 vote required)

AMENDMENT to MOTION: To change the words "BOARD OF SELECTMEN" to "PLANNING BOARD" wherever it appears.

VOTED UNANIMOUSLY: To change the words "BOARD OF SELECTMEN" to "PLANNING BOARD" wherever it appears.

MOTION as AMENDED VOTED UNANIMOUSLY: That the Town amend the Code of the Town of Southborough Zoning Article III, "Use Regulations", Subsection 174-12 "Parking and Loading Regulations", as follows:

A. GENERAL REQUIREMENTS. No change.

B. SURFACING. Required vehicular use areas shall be paved with bituminous concrete unless serving a single family dwelling. An alternative surface may be approved by the Board of Selectmen upon its determination that drainage, erosion, siltation, dust, and appearance will be satisfactorily controlled.

Where an alternative to bituminous concrete is authorized by the Planning Board, the following shall be complied with:

- (a) Access drives shall be paved with bituminous concrete or other pavement authorized by the Planning Board for at least 15 feet inside of the street or property line unless the street itself is not paved.
- (b) Grading and materials selection shall assure that surface materials will not be carried into the street, and that drainage is positively provided for.
- (c) If there are eight or more parking spaces there shall be provisions for identifying individual spaces through use of segmented bumper strips or other similar permanent means.

C. DIMENSIONAL REQUIREMENTS. (formerly B)

- 1. Loading. No Change.
- 2. Parking, change "...width of the aisle shall not be less than twenty-two (22) feet..."

D. LOADING REQUIREMENTS. (formerly C). No change.

E. PARKING REQUIREMENTS. (formerly D). Off-street parking spaces shall be provided according to the following schedule, and not more than twenty-five percent (25%) of the required parking spaces other than for dwellings, shall be located in the required front yard.

- (1) Dwellings: two spaces for each dwelling unit containing one (1) or two (2) bedrooms; three (3) spaces for each dwelling unit containing three (3) or more bedrooms, plus one (1) space for each eighty (80) square feet of floor area devoted to a customary home occupation or a professional use.
- (2) Hotels, motels, board or rooming houses and other places providing overnight accommodations: one (1) space for each room accommodation, plus one (1) space for each two (2) employees, plus one (1) space for each 400 square feet of public meeting area and restaurant.

(3) No change.

(4) Schools and colleges: two (2) spaces per classroom for elementary and intermediate, 2.5 spaces per classroom for secondary, and one (1) space per two (2) students beyond secondary. None to be less than one (1) space per teacher and staff.

(5) No change.

(6) Hospitals, nursing homes, homes for the aged: hospitals: one (1) space per bed; nursing home: one (1) space per two (2) beds; homes for the aged: one (1) space per 1.5 units.

(7) Theaters, membership clubs and places of amusement, recreation and assembly (public or private): one (1) space per four (4) seats.

(8) No change.

(9) No change.

(10) No change.

(11) Medical and dental offices: one (1) space per 200 square feet gross floor area.

(12) Industry, processing, manufacturing, assembly and research and development: one (1) space for each three hundred (300) square feet of floor area, plus space for company-owned trucks and vans and the required loading spaces.

(13) All other offices and nonresidential uses: Three and one-half (3.5) spaces for each 1,000 square feet of gross floor area.

(14) No change.

F. Egress (formerly E). No change.

MOTION MADE: To take from TABLE ARTICLE 42.

VOTED UNANIMOUSLY: To take from TABLE ARTICLE 42.

VOTED UNANIMOUSLY: (Motion as amended) as follows: That the Town amend Article I Miscellaneous Provisions of the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-2.B. Definitions by inserting the following definition at its appropriate alphabetical location:

VEHICULAR USE AREA - Vehicular use areas shall include all areas used for the circulation, parking, and/or display of any and all types of vehicles, boats, or heavy construction equipment, whether self-propelled or not, and all land upon which vehicles traverse as a function of the primary uses. Driveways and parking spaces serving single family residential uses shall be an exception to this definition.

2. Amend Section 174-13. Landscaping by deleting subsections A through J and replace with the following:

- A. **APPLICABILITY.** Street, side line, vehicular use area and district boundary plantings and screening shall be provided as specified below when any new building, addition or change of use requires a parking increase of five (5) or more spaces. In performing site plan review under 174-10, the Planning Board may authorize alternatives to the following specification, taking into consideration existing vegetation, topography, soils and other site conditions, provided that equivalent screening, shading, and articulation are achieved.
- B. **PLANTINGS.** Required plantings shall include both trees and evergreen shrubs, and preferably will include ones existing on the site. To be credited towards meeting these requirements, trees must be at least two and one-half (2-1/2) inches in caliper, six (6) inches above grade, be of a species common in the area, and be ones which reach an ultimate height of at least thirty (30) feet. To be credited towards meeting these requirements, shrubs must be at least thirty-six (36) inches in height at the time of building occupancy, reach an ultimate height of at least five (5) feet, and be of a species common in the area. Plantings shall consist of at least one (1) tree per forty (40) linear feet of planting area length, except one (1) tree per twenty (20) linear feet of street planting area abutting Route 9, and at least (1) shrub per three (3) feet. Plantings preferably will be grouped, not evenly spaced, and shall be located or trimmed to avoid blocking egress visibility. The planting area shall be unpaved except for access drives and walks essentially perpendicular to the area and shall be located wholly within the lot.
- C. **STREET PLANTING AREA.** Street planting is required for nonresidential premises. Required street planting shall be provided within fifteen (15) feet of the street property line along the entire street frontage except at drives.
- D. **SIDE LINE PLANTING AREA.** Side line planting shall be provided within five (5) feet of the side lot line between the front lot line and the building setback (as abuilt, not as required).
- E. **VEHICULAR USE AREA PLANTINGS** - The exterior perimeter of all vehicular use areas shall be planted with a buffer strip at least five (5) feet in width, excluding accessways. Any vehicular use area abutting a lot that is residentially used or zoned shall be plated with a buffer strip at least ten (10) feet in width and shall be supplemented with an opaque fence or wall at least six (6) feet high, unless there is vegetation sufficiently dense to effectively obscure vision. A minimum of two percent (2%) of the interior area of parking lots containing thirty (30) or more spaces must be planted. A minimum of one (1) tree and four (4) shrubs exclusive of perimeter plantings must be planted for every one thousand five hundred (1,500) square feet of parking lot. Planting areas must each contain not less than thirty (30) square feet of unpaved soil area. Trees and soil plots shall be so located as to provide visual relief and wind interruption within the parking area, and to assure safe patterns of internal circulation.
- F. **DISTRICT BOUNDARY PLANTING AREA.** District boundary planting is required on any premises along the full length of any boundary abutting or extending into an RA or RB District and being developed for a use not allowed in that district, unless abutting property is determined by the Selectmen to be unbuildable or visually separated by topographic features. Required planting shall be located within ten (10) feet of the boundary.

- G. [formerly H.] EXISTING VEGETATION. Wherever possible, the above requirements shall be met by retention of existing plants. If located within twenty-five (25) feet of a street, no existing tree of six (6) inches in caliper or greater (measured four (4) feet above grade), dense hedgerow of four (4) or more feet in both depth and height, or existing earth berm providing similar visual screening shall be removed or have grade changed more than one (1) foot unless dictated by public health, access safety or identification of the premises.
- H. [formerly I.] Exceptions. Where plant materials as required would harmfully obstruct a scenic view, substitution of additional low level plantings which will visually define the street edge or property line may be authorized, provided that proposed buildings are also designed and located to preserve that scenic view.
- I. SITE DISTANCE RESTRICTIONS - When an accessway intersects a public street or another accessway, required plantings shall conform to the requirements of unobstructed site distance as outlined in the Parking and Loading Regulations (Sec. 174-12.E).
- J. MAINTENANCE. All plant materials required by this chapter shall be maintained in a healthful condition. Dead limbs shall be promptly removed, and dead plants shall be replaced at the earliest appropriate season. Any fences required for screening shall be properly maintained.

[K. NONCONFORMING LANDSCAPING AND SCREENING (No changes)]

ARTICLE 44: To see if the Town will vote to amend the agreement entered into pursuant to Chapter 513 of the Acts of 1966 and among the City of Marlborough and the Towns of Berlin, Hudson, Maynard, Northborough, Southborough, and Westborough in the following manner:

By striking SECTION I - The Regional District School Committee in its entirety and inserting in place thereof the following new section:

SECTION I - The Regional District School Committee

- (A) Committee: The Regional District School Committee, hereinafter referred to as the committee, shall consist of seven members, one from the City of Marlborough, and one from each of the Towns of Berlin, Hudson, Maynard, Northborough, Southborough, and Westborough, all of whom shall be appointed in the manner hereinafter described.
- (B) Appointed Members: Not sooner than four months and not later than two months from the date the elected representative of the City of Marlborough's term expires, the City of Marlborough shall appoint one member to serve for a four year term. Thereafter, in every year in which the term of the appointed member expires, the City of Marlborough, not sooner than four months and not later than two months from said expiration date, shall appoint one member for a four year term. Not sooner than four months and not later than two months from the expiration date of each of the member town's elected representative's term of office, the member town shall appoint one member to serve for a term of four years. Thereafter, in every year in which the member town representative's term expires, the member town, not sooner than four months and not later than two months from the expiration date of said term, shall appoint one member for a four year term of office.

The appointment shall be made in the City of Marlborough by a majority vote of the City Council and School Committee of the City of Marlborough, acting jointly and in the member towns by majority vote of the Board of Selectmen and the local school committee members from the member town involved, acting jointly.

A school district committee member shall serve until his or her successor is appointed and qualified.

(C) Vacancies: If a vacancy occurs among the appointed members of a town, the selectmen and the local school committee members from the member town involved, by a majority vote, acting jointly, shall appoint a member to serve for the balance of the unexpired term. If a vacancy occurs from the City of Marlborough, the city council and school committee of the City of Marlborough acting jointly, and by a majority vote of those present and voting, shall appoint a member to serve for the balance of the unexpired term.

(D) Organization and Commencement of Terms of Office: The term of office of any member from a member town shall begin immediately after the appointment and qualification of said member and the term of office of any member from the City of Marlborough shall begin on January 1, following the appointment and qualification of said member.

On the first Tuesday in June of each year, the Committee shall organize and choose by ballot a Chairman, and a Vice-Chairman from among its own membership.

(E) Powers and Duties: The Committee shall have all the powers and duties conferred and imposed upon it by this agreement and such other additional powers and duties as are specified in Chapter 513 of the Acts of 1966, and any amendments thereof or additions thereto, now or hereafter enacted, or as may be specified in any other applicable or special law.

(F) Quorum: The quorum for transaction of business shall be a majority of the Committee, but a number less than the majority may adjourn.

, or do or act anything in relation thereto.

MOTION MADE: That the Town amend the agreement entered into pursuant to Chapter 513 of the Acts of 1966 and among the City of Marlborough and the Towns of Berlin, Hudson, Maynard, Northborough, Southborough, and Westborough in the following manner:

By striking SECTION I - The Regional District School Committee in its entirety and inserting in place thereof the following new section:

SECTION I - The Regional District School Committee

(A) Committee: The Regional District School Committee, hereinafter referred to as the committee, shall consist of seven members, one from the City of Marlborough, and one from each of the Towns of Berlin, Hudson, Maynard, Northborough, Southborough, and Westborough, all of whom shall be appointed in the manner hereinafter described.

(B) Appointed Members: Not sooner than four months and not later than two months from the date the elected representative of the City of Marlborough's term expires, the City of Marlborough shall appoint one member to serve for a four year term. Thereafter, in every year in which the term of the appointed member expires, the City of Marlborough, not sooner than four months and not later than two months from said expiration date, shall appoint one member for a four year term. Not sooner than four months and not later than two months from the expiration date of each of the member town's elected representative's term of office, the member town shall appoint one member to serve for a term of four years. Thereafter, in every year in which the member town representative's term expires, the member town, not sooner than four months and not later than two months from the expiration date of said term, shall appoint one member for a four year term of office.

The appointment shall be made in the City of Marlborough by a majority vote of the City Council and School Committee of the City of Marlborough, acting jointly and in the member towns by majority vote of the Board of Selectmen and the local school committee members from the member town involved, acting jointly.

A school district committee member shall serve until his or her successor is appointed and qualified.

- (C) Vacancies: If a vacancy occurs among the appointed members of a town, the selectmen and the local school committee members from the member town involved, by a majority vote, acting jointly, shall appoint a member to serve for the balance of the unexpired term. If a vacancy occurs from the City of Marlborough, the city council and school committee of the City of Marlborough acting jointly, and by a majority vote of those present and voting, shall appoint a member to serve for the balance of the unexpired term.
- (D) Organization and Commencement of Terms of Office: The term of office of any member from a member town shall begin immediately after the appointment and qualification of said member and the term of office of any member from the City of Marlborough shall begin on January 1, following the appointment and qualification of said member.
- On the first Tuesday in June of each year, the Committee shall organize and choose by ballot a Chairman, and a Vice-Chairman from among its own membership.
- (E) Powers and Duties: The Committee shall have all the powers and duties conferred and imposed upon it by this agreement and such other additional powers and duties as are specified in Chapter 513 of the Acts of 1966, and any amendments thereof or additions thereto, now or hereafter enacted, or as may be specified in any other applicable or special law.
- (F) Quorum: The quorum for transaction of business shall be a majority of the Committee, but a number less than the majority may adjourn.

MOTION: (as stated above) VOTED UNANIMOUSLY.

AT 11:00 P.M. on Thursday, April 26, 1990 it was MOVED and UNANIMOUSLY Voted to Adjourn the April 26, 1990 Adjourned Session of the Annual Town Meeting to Monday, April 30, 1990 at 7:30 P.M.

A true copy:

Attest:

PAUL J. BERRY, TOWN CLERK

(TOWN SEAL)

ADJOURNED SESSION
Monday, April 30, 1990

At the Adjourned Annual Town Meeting duly called and held in the A. S. Woodward Memorial School, Southborough, MA, on Monday, April 30, 1990 at 7:30 P.M. the following Articles were voted upon in a legal manner. There was a quorum present, (150 voters = quorum, (170) voters were present).

Checkers:	Janet M. E. Mattioli	Lidia A. Kiley
	Susanne S. Dumont	Lois W. Denman

The Meeting was called to order at (8:20 P.M.) by Town Moderator, John H. Wilson.

The following Tellers were appointed by Moderator Wilson, and sworn-in by Town Clerk, Paul J. Berry:

Edward G. McCarthy	181 Cordaville Road
Wayne A. Gates	94 Oak Hill Road
Paul Maffei	23 Overlook Drive
Joanne Perkins	75 Flagg Road

Moderator Wilson had a request from the following non-voter to attend the Adjourned Session of the Annual Town Meeting:

Wayne Thies, Town Planner, Woonsocket, R.I.

There being no objections from the floor, it was Voted to allow the above non-voter to remain.

The boundaries of the Hall were outlined by the Moderator to include all of the floor area with the exception of the bleachers on the left side of the room. These bleachers were for the non-registered (non-voting) public.

Moderator Wilson noted the receipt of the return of the Posting of the Warrant for this Adjourned Session of the Annual Town Meeting by the Constable.

It was Voted Unanimously to waive the reading of the Warrant.

ARTICLE 45: To see if the Town will vote to accept the provisions of M.G.L. Chapter 32, Section 22D and become a funding system, or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

ARTICLE 46: To see if the Town will vote to accept the provisions of Section 40 of Chapter 553 of the Acts of 1989 regarding assessment data changes for new growth, or do or any anything in relation thereto.

MOTION MADE: THAT THIS ARTICLE BE POSTPONED INDEFINITELY.

VOTED UNANIMOUSLY; THAT THIS ARTICLE BE POSTPONED INDEFINITELY.

ARTICLE 48: To see if the Town will vote to amend the Zoning Code of the Town of Southborough as follows, or act in relation thereto:

1. Amend Section 174-2. Definitions by inserting the following definitions at their appropriate alphabetical locations:

DWELLING, MULTIFAMILY - A dwelling containing three or more dwelling units.

DWELLING UNIT - Living quarters for a single family.

2. Amend Section 174-13.2 Major Residential Development by inserting a new Section D immediately above Section D and amending Section D to read Section E. Decision, to read as follows, redesignating following Sections and making any necessary reference revisions:

D. Multifamily development. The Planning Board may authorize inclusion of multifamily dwellings within a major residential development, subject to the following unless authorized as housing for the elderly under Section 174-8(p).

- (1) To assure internal diversity and continuity with surrounding development, single-family and two-family dwellings are allowed within a multifamily development. Not more than two-thirds of the dwelling units on any parcel developed subject to these provisions shall be in multifamily dwellings.
- (2) To maintain the visual scale of the community, each dwelling unit shall have its own exterior entrance; there shall be not more than four dwelling units in any structure; and multifamily structures shall be clustered in groups, with not more than sixteen dwelling units in any group. Buildings within groups shall normally be separated from each other by not less than twice the required side yard, and there shall be not less than 1,000 feet separation between dwellings in any such group and any other multifamily dwellings on or off the premises, unless the Planning Board authorizes a reduction of up to one-third in such requirements, upon its determination that doing so serves the objectives of the Bylaw.
- (3) The number of dwelling units allowed shall be the same as the number of lots allowed under the other provisions of 174-13.2, including bonused development. More than one structure may be allowed on a lot, footnote (2) to Section 174-8 notwithstanding.
- (4) Visual separation from nearby premises shall be assured through providing yards of double the usually required dimension between any multifamily structure or parking area for six or more cars and the boundaries of the major residential development, and through having any exterior lighting shielded and mounted not more than ten feet high.
- (5) To assure environmental benefit from the compact development which this form of development facilitates, not less than 25% of the site area shall be retained in a natural state, either subject to a conservation restriction or deeded to the Town.

3. Strike Section 174-8 B (1) (q) and in its place add:

(q) Other multifamily dwellings, if within a Major Residential Development, with column entries of "NO" for the IP district and "PB" for all others.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-2. Definitions by inserting the following definitions at their appropriate alphabetical locations:

DWELLING, MULTIFAMILY - A dwelling containing three or more dwelling units.

DWELLING UNIT - Living quarters for a single family.

2. Amend Section 174-13.2 Major Residential Development by inserting a new Section D immediately above Section D and amending Section D to read Section E. Decision, to read as follows, redesignating following Sections and making any necessary reference revisions:

D. Multifamily development. The Planning Board may authorize inclusion of multifamily dwellings within a major residential development, subject to the following unless authorized as housing for the elderly under Section 174-8(p).

- (1) To assure internal diversity and continuity with surrounding development, single-family and two-family dwellings are allowed within a multifamily development. Not more than two-thirds of the dwelling units on any parcel developed subject to these provisions shall be in multifamily dwellings.
- (2) To maintain the visual scale of the community, each dwelling unit shall have its own exterior entrance; there shall be not more than four dwelling units in any structure; and multifamily structures shall be clustered in groups, with not more than sixteen dwelling units in any group. Buildings within groups shall normally be separated from each other by not less than twice the required side yard, and there shall be not less than 1,000 feet separation between dwellings in any such group and any other multifamily dwellings on or off the premises, unless the Planning Board authorizes a reduction of up to one-third in such requirements, upon its determination that doing so serves the objectives of the Bylaw.
- (3) The number of dwelling units allowed shall be the same as the number of lots allowed under the other provisions of 174-13.2, including bonused development. More than one structure may be allowed on a lot, footnote (2) to Section 174-8 notwithstanding.
- (4) Visual separation from nearby premises shall be assured through providing yards of double the usually required dimension between any multifamily structure or parking area for six or more cars and the boundaries of the major residential development, and through having any exterior lighting shielded and mounted not more than ten feet high.
- (5) To assure environmental benefit from the compact development which this form of development facilitates, not less than 25% of the site area shall be retained in a natural state, either subject to a conservation restriction or deeded to the Town.

3. Strike Section 174-8 B (1) (q) and in its place add:

(q) Other multifamily dwellings, if within a Major Residential Development, with column entries of "NO" for the IP district and "PB" for all others. (2/3 vote required)

AMENDMENT TO MOTION MADE: Change the definition of DWELLING, MULTIFAMILY to read:
"A dwelling containing two or more dwelling units".

VOTED UNANIMOUSLY: Change the definition of DWELLING, MULTIFAMILY to read:
"A dwelling containing two or more dwelling units".

AMENDMENT to AMENDMENT MADE: Section 2 D1 by striking the wordsand two family

PASSED by MAJORITY VOTE: Section 2 D1 by striking the wordsand two family

MOTION as AMENDED VOTED UNANIMOUSLY: That the Town amend the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-2. Definitions by inserting the following definitions at their appropriate alphabetical locations:

DWELLING, MULTIFAMILY - A dwelling containing two or more dwelling units.

DWELLING UNIT - Living quarters for a single family.

2. Amend Section 174-13.2 Major Residential Development by inserting a new Section D immediately above Section D and amending Section D to read Section E. Decision, to read as follows, redesignating following Sections and making any necessary reference revisions:

D. Multifamily development. The Planning Board may authorize inclusion of multifamily dwellings within a major residential development, subject to the following unless authorized as housing for the elderly under Section 174-8(p).

- (1) To assure internal diversity and continuity with surrounding development, single-family dwellings are allowed within a multifamily development. Not more than two-thirds of the dwelling units on any parcel developed subject to these provisions shall be in multifamily dwellings.
- (2) To maintain the visual scale of the community, each dwelling unit shall have its own exterior entrance; there shall be not more than four dwelling units in any structure; and multifamily structures shall be clustered in groups, with not more than sixteen dwelling units in any group. Buildings within groups shall normally be separated from each other by not less than twice the required side yard, and there shall be not less than 1,000 feet separation between dwellings in any such group and any other multifamily dwellings on or off the premises, unless the Planning Board authorizes a reduction of up to one-third in such requirements, upon its determination that doing so serves the objectives of the Bylaw.
- (3) The number of dwelling units allowed shall be the same as the number of lots allowed under the other provisions of 174-13.2, including bonused development. More than one structure may be allowed on a lot, footnote (2) to Section 174-8 notwithstanding.
- (4) Visual separation from nearby premises shall be assured through providing yards of double the usually required dimension between any multifamily structure or parking area for six or more cars and the boundaries of the major residential development, and through having any exterior lighting shielded and mounted not more than ten feet high.
- (5) To assure environmental benefit from the compact development which this form of development facilitates, not less than 25% of the site area shall be retained in a natural state, either subject to a conservation restriction or deeded to the Town.

3. Strike Section 174-8 B (1) (q) and in its place add:

(q) Other multifamily dwellings, if within a Major Residential Development, with column entries of "NO" for the IP district and "PB" for all others.

ARTICLE 49: To see if the Town will vote to amend the Zoning Code of the Town of Southborough as follows, or act in relation thereto:

1. Amend Section 174-13.2 by inserting the following new section immediately above C. Bonused Development, to read as follows, redesignating following Sections and making any necessary reference revisions:

C. Meeting Housing Objectives. Each development authorized under these provisions shall be economically balanced, evidenced through compliance with the following:

- (1) at least 10% of the housing units shall be affordable to households having incomes not exceeding 80% of the then-current median income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding, \$33,000 in FY88]; and
- (2) in addition to the above, at least 20% of the housing units shall be affordable to households having incomes not exceeding 140% of the then-current median family income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding \$57,000 in FY88]; or
- (3) an alternative effort approved by the Planning Board shall be made, determined by the Board to make no less contribution than the above towards meeting the goal of economically balanced development.
- (4) Continuing affordability shall be assured for at least twenty years through means enforceable by the Town.

'Affordability' shall mean having a cost for rent, excluding utilities, not exceeding 30% of income or having a purchase price supportable under then-prevailing underwriting guidelines, given not more than a 5% down-payment.

Fractions of one-half dwelling unit or less shall be rounded downward, and other fractions shall be rounded upward in determining the number of units subject to affordability limitations.

2. Amend Section 174-13.2, Major Residential Development, by revising section D (formerly C), Bonused Development, to read as follows:

Bonused development. The Planning Board shall authorize an increase in lots or dwelling units of thirty percent (30%) above that allowed under subsection B(1) for the inclusion of affordable housing. The Planning Board may also authorize up to an additional ten percent (10%) increase based on the following criteria, unless it explains in its decision why unusual circumstances cause them to act otherwise.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-13.2 by inserting the following new section immediately above C. Bonused Development, to read as follows, redesignating following Sections and making any necessary reference revisions:

C. Meeting Housing Objectives. Each development authorized under these provisions shall be economically balanced, evidenced through compliance with the following:

- (1) at least 10% of the housing units shall be affordable to households having incomes not exceeding 80% of the then-current median income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding, \$33,000 in FY88]; and
- (2) in addition to the above, at least 20% of the housing units shall be affordable to households having incomes not exceeding 140% of the then-current median family income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding \$57,000 in FY88]; or
- (3) an alternative effort approved by the Planning Board shall be made, determined by the Board to make no less contribution than the above towards meeting the goal of economically balanced development.
- (4) Continuing affordability shall be assured for at least twenty years through means enforceable by the Town.

'Affordability' shall mean having a cost for rent, excluding utilities, not exceeding 30% of income or having a purchase price supportable under then-prevailing underwriting guidelines, given not more than a 5% down-payment.

Fractions of one-half dwelling unit or less shall be rounded downward, and other fractions shall be rounded upward in determining the number of units subject to affordability limitations.

2. Amend Section 174-13.2, Major Residential Development, by revising section D (formerly C), Bonused Development, to read as follows:

Bonused development. The Planning Board shall authorize an increase in lots or dwelling units of thirty percent (30%) above that allowed under subsection B(1) for the inclusion of affordable housing. The Planning Board may also authorize up to an additional ten percent (10%) increase based on the following criteria, unless it explains in its decision why unusual circumstances cause them to act otherwise. (2/3 vote required)

MOTION MADE: To LIMIT DEBATE. (2/3 vote required)

VOTED UNANIMOUSLY: To LIMIT DEBATE.

MOTION PASSED BY THE FOLLOWING HAND COUNT VOTE: YES: 96 NO: 33, as follows:
That the Town amend the Zoning Code of the Town of Southborough as follows:

1. Amend Section 174-13.2 by inserting the following new section immediately above C. Bonused Development, to read as follows, redesignating following Sections and making any necessary reference revisions:

C. Meeting Housing Objectives. Each development authorized under these provisions shall be economically balanced, evidenced through compliance with the following:

- (1) at least 10% of the housing units shall be affordable to households having incomes not exceeding 80% of the then-current median income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding, \$33,000 in FY88]; and

(2) in addition to the above, at least 20% of the housing units shall be affordable to households having incomes not exceeding 140% of the then-current median family income for the Boston Region, as estimated by the HUD Regional Economist [n.b. that means housing affordable at incomes not exceeding \$57,000 in FY88]; or

(3) an alternative effort approved by the Planning Board shall be made, determined by the Board to make no less contribution than the above towards meeting the goal of economically balanced development.

(4) Continuing affordability shall be assured for at least twenty years through means enforceable by the Town.

'Affordability' shall mean having a cost for rent, excluding utilities, not exceeding 30% of income or having a purchase price supportable under then-prevailing underwriting guidelines, given not more than a 5% down-payment.

Fractions of one-half dwelling unit or less shall be rounded downward, and other fractions shall be rounded upward in determining the number of units subject to affordability limitations.

2. Amend Section 174-13.2, Major Residential Development, by revising section D (formerly C), Bonused Development, to read as follows:

Bonused development. The Planning Board shall authorize an increase in lots or dwelling units of thirty percent (30%) above that allowed under subsection B(1) for the inclusion of affordable housing. The Planning Board may also authorize up to an additional ten percent (10%) increase based on the following criteria, unless it explains in its decision why unusual circumstances cause them to act otherwise.

ARTICLE 50: To see if the Town will vote to amend the Zoning Code of the Town of Southborough as follows, or act in relation thereto:

1. Amend Section 174-8 B (1) (h) Schedule of Use Regulations by revising item (h) Accessory apartments to be "SP" in each district except "NO" in the C and WFP districts, and delete item (m) Conversion of one-family house.

2. Amend Section 174-2 B Definitions by replacing the definition of "Accessory Apartment" with the following:

"ACCESSORY APARTMENT - A subsidiary dwelling unit created within or as an extension to a single-family dwelling, with separate cooking, sleeping and bathroom facilities."

3. Amend Section 174-9 B Accessory apartments by deleting the present provisions and substituting the following:

Accessory Apartment. A special permit authorizing an accessory apartment shall be granted if the proposal is consistent with the following:

(1) Development Requirements.

a. The habitable floor area of the accessory unit shall not exceed 30% of the habitable floor area of the entire dwelling.

b. The Board of Health must have documented to the Board of Appeals that sewage disposal will be satisfactorily provided for, including provision for an appropriate reserve area on the site.

c. Parking as required at Section 174-12 shall be provided either in a garage or on paved surfaces not located within any required yard, and screened to reduce visual intrusion on the neighborhood.

(2) Occupancy Requirements

a. Either the principal or the accessory unit must be owner-occupied, except for temporary absences.

b. An accessory unit authorized under these provisions shall not be used for seasonal (less than twelve month) rental, boarding and lodging, or other commercial use.

(3) Number limitation. The total cumulative number of accessory apartments permitted by the Board of Appeals since January 1979 shall at no time exceed five per cent (5%) of the total number of one-family houses in Southborough at the beginning of the year in which the application is filed, based on the Assessors' records. Residences containing apartments shall be counted as one-family houses for the purpose of this subsection.

(4) Procedural Requirements

a. A special permit for an Accessory Dwelling shall be granted provided that the Board of Appeals makes a determination that all of the above requirements have been met, and also that the particular circumstances of the case make such use appropriate, including consideration of whether lot area or other site characteristics assure mitigation of any impacts on the neighborhood, whether there is enforceable assurance that occupancy of the unit will serve significant community purposes, such as facilitating care for the elderly or handicapped, or providing housing at unusually low cost, and whether site and building design will effectively avoid any departure from the character of the neighborhood.

b. A Certificate of Occupancy for an Accessory Dwelling shall be issued for a period no greater than three years. Continued occupancy beyond that shall require a new Certificate of Occupancy, to be granted only upon documentation to the Building Inspector that the relationships satisfying item 2(b) or on which the decision under paragraph 4(a) was based are still in existence.

c. Upon termination of occupancy satisfying these requirements or a condition of the special permit, separate occupancy of the accessory dwelling shall not be reestablished unless a new special permit is granted, on grounds that either the requirements of this Section and the original special permit will again be satisfied, or that special circumstances of the structure or its occupants would make single-family occupancy a hardship, and that the granting of such Special Permit would not be detrimental to the neighborhood.

d. A Certificate of Compliance with the above paragraph must be provided by the owner to the Building Inspector upon transfer of any beneficial interest in the property, and recorded at the Registry of Deeds.

MOTION MADE: That the Town amend the Zoning Code of the Town of Southborough as follows:

1. Amend the Southborough Zoning Code, Section 174-8, "Schedule of Use Regulations" by revising item (1) (h) Accessory apartments to be "SP" in each district except "NO" in the C and WFP districts.
2. Amend the Southborough Zoning Code, Section 174-8, "Schedule of Use Regulations" by revising item (1) (m) so that the entry begins:

"Conversion of a one-family house in existence for two years or longer to a two-family dwelling..." (remainder unchanged);

and also in item (m) by changing the "P" entry under ID to read "SP".

3. Amend the Southborough Zoning Code, Section 174-2 B Definitions by replacing the existing definition of "Accessory Apartment" with the following:

"ACCESSORY APARTMENT - A subsidiary dwelling unit created within or as an extension to a single-family dwelling or a structure accessory thereto, with separate cooking, sleeping and bathroom facilities."

4. Amend the Southborough Zoning Code, Section 174-9 B Accessory apartments by deleting the present item (1), (2) and (3) and substituting the following item, remembering following items as required.:

(1) The habitable floor area of the accessory unit shall not exceed 25% of the habitable floor area of the entire dwelling plus that of any accessory building used for the accessory dwelling."

(2/3 vote required)

MOTION: (as stated above) VOTED UNANIMOUSLY)

MOTION MADE: TO RECONSIDER ARTICLE 31. (2/3 vote required)

DEFEATED UNANIMOUSLY: TO RECONSIDER ARTICLE 31.

ARTICLE 51: To see if the Town will vote to raise and appropriate or transfer from any of its available funds and appropriate a sum of money for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such accident or casualty, or do or act anything in relation thereto.

MOTION MADE: That the Town transfer \$5,000.00 from Article 14 of ATM 1986 and appropriate for the purpose of establishing a fund to be used to pay the Town's share of casualty and other losses incurred to Town property and equipment which are not covered by insurance policies, and/or which has been destroyed or damaged as a result of accident or casualty, for which a third party is liable and for which the Town is entitled to be reimbursed from damages caused as a result of such action or casualty.

MOTION: (as stated above) VOTED UNANIMOUSLY.

ARTICLE 52: To see if the Town will vote to amend the Code of the Town of Southborough, Chapter 41, Article III, Report and Warrant, subsection 41-26 Delivery of report and Annual Town Meeting warrant and subsection 41-27 Delivery of Special Town Meeting warrant by deleting both sections in their entirety and substituting the words:

Section 41-26. Availability of Report and Warrant.

The Selectmen shall have the Annual Town Report, stating in detail what actions have been taken during the preceding year by all town officials, together with the Town Warrant, made available at the Southborough Public Library and the Southborough Town House and posted in each precinct no later than seven (7) days before the Annual Town Meeting and no later than fourteen (14) days before a Special Town Meeting.

,or do or act anything in relation thereto.

MOTION MADE: To POSTPONE INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE INDEFINITELY.

ARTICLE 53: To see if the Town will authorize the Board of Assessors to use free cash in the Town Treasury, and if so, what sum for the purpose of reducing the amount to be raised and appropriated and assessed as taxes in the fiscal year beginning July 1, 1990 and ending June 30, 1991, or do or act anything in relation thereto.

MOTION MADE: To be POSTPONED INDEFINITELY.

VOTED UNANIMOUSLY: To POSTPONE INDEFINITELY.

ARTICLE 39: To see if the Town will vote to accept as a public way Sadie Hutt Lane described as follows:

DESCRIPTION OF SADIE HUTT LANE

Commencing at a point on the Westerly side of Sears Road, a public way of variable width at the Southerly side of the Southerly intersection of Sears Road with a way known as Sadie Hutt Lane, thence running along an arc with a radius of 30.00, forty seven and 12/100 feet to a point;

Thence turning and running North $74^{\circ} 44' 50''$ West Seventy feet to a point;

Thence turning and running along an arc with a radius of 275.00, one hundred and 79/00 feet to a point;

Thence turning and running South $84^{\circ} 15' 10''$ West One hundred twenty four and 83/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, Two hundred eighteen and 06/00 feet to a point;

Thence turning and running North $64^{\circ} 30' 44''$ West Two hundred and 47/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, one hundred fifty three and 59/00 feet to a point;

Thence turning and running North $42^{\circ} 30' 44''$ West One hundred ninety seven and 29/00 feet to a point;

Thence turning and running along an arc with a radius of 175.00, Two hundred seventy one and 84/00 feet to a point;

Thence turning and running North $46^{\circ} 29' 16''$ East Three hundred sixteen and 13/00 feet to a point;

Thence turning and running along an arc with a radius of 200.00, Two hundred thirteen and 32/00 feet to a point;

Thence turning and running South $72^{\circ} 23' 59''$ East Four hundred sixty two and 00/00 feet to a point;

Thence turning and running along an arc with a radius of 400.00, One hundred forty nine and 40/00 feet to a point;

Thence turning and running South $51^{\circ} 00' 00''$ East Three hundred sixty seven and 74/00 feet to a point;

Thence turning and running along an arc with a radius of 29.69, forty five and 59/00 feet to a point;

Thence turning and running South $41^{\circ} 00' 00''$ West Thirty three and 37/00 feet to a point;

Thence turning and running South $35^{\circ} 49' 05''$ West Seventy four and 5/00 feet to a point;

Thence turning and running along an arc with a radius of 30.32, Forty five and 95/00 feet to a point;

Thence turning and running North $51^{\circ} 00' 00''$ West Three hundred seventy and 10/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred thirty and 72/00 feet to a point;

Thence turning and running North $72^{\circ} 23' 59''$ West Four hundred sixty two and 00/00 feet to a point;

Thence turning and running along an arc with a radius of 150.00, one hundred fifty nine and 99/00 feet to a point;

Thence turning and running South $46^{\circ} 29' 16''$ West Three hundred sixteen and 13/00 feet to a point;

Thence turning and running along an arc with a radius of 125.00, One hundred ninety four and 17/00 feet to a point;

Thence turning and running South $42^{\circ} 30' 44''$ East One hundred ninety seven and 29/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred thirty four and 39/00 feet to a point;

Thence turning and running South $64^{\circ} 30' 44''$ East Two hundred and 47/00 feet to a point;

Thence turning and running along an arc with a radius of 350.00, One hundred ninety and 80/00 feet to a point;

Thence turning and running North $84^{\circ} 15' 10''$ East One hundred twenty four and 83/00 feet to a point;

Thence turning and running along an arc with a radius of 325.00, One hundred nineteen and 12/00 feet to a point;

Thence turning and running South $74^{\circ} 44' 50''$ East Eighty two and 89/00 feet to a point;

Thence turning and running along an arc with a radius of 43.59, Fifty three and 14/00 feet to a point;

Thence turning and running South $35^{\circ} 24' 10''$ West Sixty nine and 15/00 feet to a point;

Thence turning and running South $15^{\circ} 15' 10''$ West Forty three and 66/00 feet to the point of beginning.

All of said bounds being shown on a Plan entitled "Road Acceptance Plan Sadie Hutt Lane, Southborough, MA," dated January 18, 1990, David W. Perley, Civil Engineer.

,or do or act anything in relation thereto.

MOTION: (as stated in the words of the Article) VOTED UNANIMOUSLY.

At 10:08 P.M. on Monday, April 30, 1990, it was Moved and UNANIMOUSLY VOTED to DISSOLVE the Annual Town Meeting of APRIL 23, 1990 and the Adjourned Sessions of April 24, 26 and 30, 1990.

A true copy:

Attest:

PAUL J. BERRY, TOWN CLERK

TOWN SEAL

ANNUAL TOWN ELECTION, MAY 14, 1990

TOWN MODERATOR, 1 Year

John H. Wilson	1798
Blanks	352
Total	2150

TREE WARDEN, 3 Years

Brian C. Mauro	1794
Paul Gleason	1
Blanks	355
Total	2150

TOWN CLERK, 3 Years

Paul J. Berry	1813
Blanks	337
Total	2150

BOARD OF TRUSTEES OF LIBRARY, 3 Years

Natalie J. Fantony	1685
James A. Higgiston	1573
Blanks	1042
Total	4300

SELECTMEN, 3 Years

Thomas W. McAuliffe	1264
Bonnie J. Phaneuf	797
James W. Falconi	1
Blanks	88
Total	2150

CEMETERY COMMISSIONERS, 3 Years

George F. Killam	1691
Blanks	459
Total	2150

SELECTMEN, 2 Years

Richard J. Bellotti	302
Marguerite J. Clifford	400
James W. Falconi	1143
Charles A. Keller, Jr.	185
Blanks	120
Total	2150

PLANNING BOARD, 5 Years

Jean Bigelow	1271
Ronald C. Peters	779
Blanks	100
Total	2150

BOARD OF ASSESSORS, 3 Years

Arthur L. Sisson, Jr.	1642
Blanks	508
Total	2150

SOUTHBOROUGH HOUSING AUTHORITY, 5 Years

Robert P. Jachowicz	1549
Blanks	601
Total	2150

OVERRIDE QUESTION NO. 1

SCHOOL COMMITTEE, 3 Years

Catherine D. Alsterlund	1402
Norman M. Clement	992
Leslie W. Tuttle	956
Fred Quinn	1
Stephen Miller	1
Blanks	948
Total	4300

Shall the Town of Southborough be allowed to assess an additional \$29,000 in real estate and personal property taxes for the purpose of purchasing 2 police cruisers (Art. 17) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	1378	Blanks	84
No	688	Total	2150

BOARD OF HEALTH, 3 Years

Timothy P. Stone	1755
Blanks	395
Total	2150

OVERRIDE QUESTION NO. 2

WATER COMMISSIONER, 3 Years

Michael G. Gulbankian	1744
Blanks	406
Total	2150

Shall the Town of Southborough be allowed to assess an additional \$20,000 in real estate and personal property taxes for the purpose of installing a new telephone system in the Town House (Art. 20) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	734	Blanks	106
No	1310	Total	2150

ANNUAL TOWN ELECTION, May 14, 1990 (cont.)

OVERRIDE QUESTION NO. 3

Shall the Town of Southborough be allowed to assess an additional \$16,000 in real estate and personal property taxes for the purpose of acquiring a new high pressure air compressor and related equipment to be used by the Fire Department (Art. 22) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	1163	Blanks	89
No	898	Total	2150

OVERRIDE QUESTION NO. 4

Shall the Town of Southborough be allowed to assess an additional \$75,000 in real estate and personal property taxes for the purpose of purchasing one front end loader for the Highway Department (Art. 15) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	797	Blanks	99
No	1254	Total	2150

OVERRIDE QUESTION NO. 5

Shall the Town of Southborough be allowed to assess an additional \$16,000 in real estate and personal property taxes for the purpose of purchasing one new brush chipper for the Tree Warden (Art. 21) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	769	Blanks	111
No	1270	Total	2150

OVERRIDE QUESTION NO. 6

Shall the Town of Southborough be allowed to assess an additional \$25,000 in real estate and personal property taxes for the purpose of purchasing one new 4 wheel drive utility truck for the Highway Department (Art. 16) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	754	Blanks	117
No	1279	Total	2150

ANNUAL TOWN ELECTION, MAY 14, 1990 (cont.)

OVERRIDE QUESTION NO. 7

Shall the Town of Southborough be allowed to exempt from the provisions of Proposition Two and One-half, so-called, the amounts required to pay for the bond of \$1,550,000 issued in order to take by eminent domain a parcel or parcels of land currently in use as a golf course from Saint Mark's School?

Yes	690	Blanks	150
No	1310	Total	2150

OVERRIDE QUESTION NO. 8

Shall the Town of Southborough be allowed to assess an additional \$11,000 in real estate and personal property taxes for the purpose of making capital improvements (masonry repairs) to the A. S. Woodward School (Art. 37) for the fiscal year beginning July first, nineteen hundred and ninety?

Yes	1426	Blanks	92
No	632	Total	2150

QUESTION NO. 9 (NONBINDING REFERENDUM)

Do you oppose further cuts or withholding of local aid to the Town of Southborough?

Yes	1294	Blanks	226
No	630	Total	2150

QUESTION NO. 10 (NONBINDING REFERENDUM)

Should the state share 40% of its revenue from growth taxes (income, state and corporate income) with towns and cities on a continuing and consistent basis to help support basic local services such as public safety, public health and education?

Yes	1630	Blanks	210
No	310	Total	2150

A true copy Attest: PAUL J. BERRY, TOWN CLERK

STATE PRIMARY ELECTION, September 18, 1990

DEMOCRATIC PARTY

SENATOR IN CONGRESS

Vote for one

John F. Kerry	815
Blanks	384
TOTAL	1199

GOVERNOR

Vote for one

Francis X. Bellotti	450
Evelyn F. Murphy	18
John Silber	701
Blanks	30
TOTAL	1199

LIEUTENANT GOVERNOR

Vote for one

Marjorie O'Neill Clapprood	665
William B. Golden	271
Nicholas A. Paleologos	153
Blanks	110
TOTAL	1199

ATTORNEY GENERAL

Vote for one

James M. Shannon	402
L. Scott Harshbarger	738
Blanks	59
TOTAL	1199

SECRETARY OF STATE

Vote for one

Michael Joseph Connolly	751
Blanks	448
TOTAL	1199

TREASURER

Vote for one

William Francis Galvin	552
George Keverian	332
Dick Kraus	207
Blanks	108
TOTAL	1199

DEMOCRATIC PARTY (cont.)

AUDITOR

Vote for one

A. Joseph DeNucci	753
Blanks	446
TOTAL	1199

REPRESENTATIVE IN CONGRESS, Third District

Vote for one

Joseph D. Early	734
Cary Van Bliezen	3
Blanks	462
TOTAL	1199

COUNCILLOR, Second District

Vote for one

Christopher A. Iannella, Jr.	669
Blanks	530
TOTAL	1199

SENATOR IN GENERAL COURT, Middlesex, Norfolk & Worcester District - Vote for one

Edward L. Burke	772
Blanks	427
TOTAL	1199

REPRESENTATIVE IN GENERAL COURT, Eighth Middlesex District - Vote for one

Barbara Gardner	812
Blanks	387
TOTAL	1199

DISTRICT ATTORNEY, Middle District

Vote for one

John J. Conte	712
Richard Crotty	1
Blanks	486
TOTAL	1199

REGISTER OF PROBATE, Worcester County

Vote for one

Leonard P. Flynn	704
Blanks	495
TOTAL	1199

STATE PRIMARY ELECTION, September 18, 1990 (cont.)

DEMOCRATIC PARTY (cont.)

REPUBLICAN PARTY (cont.)

COUNTY TREASURER, Worcester County
Vote for one

Michael J. Donoghue	701
Blanks	498
TOTAL	1199

COUNTY COMMISSIONER, Worcester County
Vote for one

Francis J. Holloway	692
Blanks	507
TOTAL	1199

A true copy:

Attest: Paul J. Berry, Town Clerk

REPUBLICAN PARTY

SENATOR IN CONGRESS

Vote for one

Daniel W. Daly	278
Jim Rappaport	653
Cary VanBiezen	2
Blanks	136
TOTAL	1069

GOVERNOR

Vote for one

Steven D. Pierce	328
William F. Weld	739
Blanks	2
TOTAL	1069

LIEUTENANT GOVERNOR

Vote for one

Argeo Paul Cellucci	774
Peter G. Torkildsen	230
Blanks	65
TOTAL	1069

ATTORNEY GENERAL

Vote for one

Guy A. Carbone	434
William C. Sawyer	449
Blanks	186
TOTAL	1069

SECRETARY OF STATE

Vote for one

Paul McCarthy	777
Blanks	292
TOTAL	1069

TREASURER

Vote for one

Joseph D. Malone	860
Blanks	209
TOTAL	1069

AUDITOR

Vote for one

Douglas J. Murray	763
Blanks	306
TOTAL	1069

REPRESENTATIVE IN CONGRESS, Third District

Vote for one

Cary VanBiezen	227
Thomas Tinney	1
Barbara Gardner	4
David R. Wilson	1
Margaret Cormack	1
Blanks	835
TOTAL	1069

COUNCILLOR, Second District

Vote for one

Paul E. Downey	516
Michael M. Murphy	100
Alice M. Roodkowsky	182
Blanks	271
TOTAL	1069

STATE PRIMARY ELECTION, September 18, 1990 (cont.)

REPUBLICAN PARTY (cont.)

SENATOR IN GENERAL COURT, Middlesex, Norfolk &
Worcester District
Vote for one

Andrew B. Pryor	726
Cary VanBanmien	1
Blanks	342
TOTAL	1069

REPRESENTATIVE IN GENERAL COURT, Eighth
Middlesex District
Vote for one

Daniel A. Miley	718
Cary VanBiezen	1
Blanks	350
TOTAL	1069

DISTRICT ATTORNEY, Middle District
Vote for one

Charles Wood	1
Argeo Celucci	1
Bonnie J. Phaneuf	1
Blanks	1066
TOTAL	1069

REGISTER OF PROBATE, Worcester County
Vote for one

Charles B. Swartwood III	2
Blanks	1067
TOTAL	1069

REPUBLICAN PARTY (cont.)

COUNTY TREASURER, Worcester County
Vote for one

Robert Dumont	1
Michael Dukakis	1
Melvin Kizner	1
David R. Wilson	1
Blanks	1065
TOTAL	1069

COUNTY COMMISSIONER, Worcester County
Vote for one

Suzanne Dumont	1
Peter Phaneuf	1
John McCabe	1
Blanks	1066
TOTAL	1069

A true copy:

Attest: PAUL J. BERRY, TOWN CLERK

STATE ELECTION, November 6, 1990

SENATOR IN CONGRESS

Vote for one	
John F. Kerry	1747
Jim Rappaport	1681
Blanks	85
Total	3513

GOVERNOR AND LIEUTENANT GOVERNOR

Vote for one	
Silber and Clapprood	1319
Weld and Cellucci	2077
Umina and DeBerry	83
Blanks	34
Total	3513

ATTORNEY GENERAL

Vote for one	
L. Scott Harshbarger	2028
William C. Sawyer	1353
Blanks	132
Total	3513

SECRETARY OF STATE

Vote for one	
Michael Joseph Connolly	1190
Paul McCarthy	1574
Barbara F. Ahearn	517
Blanks	232
Total	3513

TREASURER

Vote for one	
William Francis Galvin	964
Joseph D. Malone	2165
C. David Nash	270
Blanks	114
Total	3513

AUDITOR

Vote for one	
A. Joseph NeNucci	1407
Douglas J. Murray	1411
Steven K. Sherman	418
Blanks	277
Total	3513

REPRESENTATIVE IN CONGRESS, Third District

Vote for one	
Joseph D. Early	2132
Peter Blute	1
Blanks	1380
Total	3513

COUNCILLOR, Second District

Vote for One	
Christopher A. Iannella, Jr.	1045
Michael M. Murphy	1994
Blanks	474
Total	3513

SENATOR IN GENERAL COURT, Middlesex, Norfolk & Worcester District

Vote for one	
Edward L. Burke	1621
Andrew B. Pryor	1691
Blanks	201
Total	3513

REPRESENTATIVE IN GENERAL COURT, Eighth Middlesex District

Vote for one	
Barbara Gardner	1863
Daniel A. Miley	1488
Blanks	162
Total	3513

DISTRICT ATTORNEY, Middle District

Vote for one	
John J. Conte	2051
Blanks	1462
Total	3513

REGISTER OF PROBATE, Worcester County

Vote for one	
Leonard P. Flynn	1984
Blanks	1529
Total	3513

COUNTY TREASURER, Worcester County

Vote for one	
Michael J. Donoghue	1965
Blanks	1548
Total	3513

COUNTY COMMISSIONER, Worcester County

Vote for one	
Francis J. Holloway	1949
Peter Phaneuf	1
Blanks	1563
Total	3513

STATE ELECTION, November 6, 1990 (continued)

QUESTION 1

PROPOSED AMENDMENT TO THE CONSTITUTION

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in joint sessions of the House of Representatives and the Senate on December 17, 1987 by a vote of 180 to 6, and on June 11, 1990 by a vote of 186 to 6?

SUMMARY

The proposed constitutional amendment would repeal the constitutional provision that a state census be taken and used as the basis for determining state representative, senatorial and councillor districts. The proposed constitutional amendment would provide that the federal census shall be the basis for determining such districts.

Yes	2805	Blanks	140
No	568	Total	3513

QUESTION 2

LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or House of Representatives before May 2, 1990?

SUMMARY

The proposed law would place restrictions on the State's use of consultants. It would place various limits on the amount of profit, overhead charges and expenses that the State could pay consultants. It would limit the duration of consultant contracts to two years and any extension to one year, and it would limit the degree to which such contracts could be changed to require payments in excess of the original contract. The proposed law would limit to \$100,000 the amount the State could pay on a consultant contract with an individual and would require all other consultant contracts in excess of \$25,000 to be sought through competitive bidding. It would prohibit consultants from supervising State employees, and it would limit the use of consultants as substitutes for State employee positions.

QUESTION 2 (cont.)

In addition, the proposed law would place limits on the total amount of money State agencies, departments and Authorities could spend on consultants each year. Subsidiary provisions would also establish a method for these entities to gradually come into compliance with the new spending limits and would give authority to the State Secretary of Administration and Finance, on request, to permit some spending in excess of the new limits. The proposed law would also require State agencies, departments and Authorities as well as the Secretary of Administration and Finance to submit yearly reports concerning the State's consultant contracts to certain legislative committees and to the Inspector General.

Finally, the proposed law provides that any of its provisions, if found by a court to be unconstitutional or otherwise unlawful, would be severed from the law and the remaining provisions would continue in effect.

Yes	1546	Blanks	75
No	1892	Total	3513

QUESTION 3

LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 2, 1990?

SUMMARY

This proposed law would change the state income tax rate, affect language contained in certain tax provisions, and regulate the setting of fees by state agencies and authorities.

The proposed law would set the state income tax rate on Part B taxable income (in general, earned income) at 4.25% for 1991 and 4.625% for 1992, except for income from unemployment compensation, alimony, Massachusetts bank interest, rental income, pension and annuity income, and IRA/Keogh deductions, which would be taxed at 5%.

QUESTION 3 (cont.)

The proposed law also provides that the fee imposed by any state agency or authority shall be no more than the fee that was in effect on or before June 30, 1988. The state Secretary of Administration would determine the amount to be charged for any service, registration, regulation, license, fee, permit or other public function, except for the rates of tuition or fees at state colleges and universities or any fees or charges relative to the administration and operation of the state courts. Any increase or decrease in a fee, or the establishment of any new fee, would require the approval of the Legislature. Any increase in a fee would not apply to persons 65 years of age or older. No state agency or authority could collect any fee which exceeds the administrative costs directly incurred by the state agency or authority to produce and process the application for any license or permit. The Secretary of Administration must report information concerning fees to the Legislature on an annual basis.

The proposed law provides that for tax periods commencing on or after January 1, 1991, language in certain provisions of the Massachusetts general laws relating to taxes shall be the same as it was on August 2, 1989, or the effective date of the proposed law, whichever language yields less tax revenue. The tax provisions affected include sections relating to the surtax on business income, corporate excise taxes, S corporation taxes, taxes on security corporations, taxes on Part A income (in general, unearned income), bank taxes, excise taxes on alcoholic beverages and cigarettes, excise taxes on deeds, estate taxes, payments to the Commonwealth relating to horse and dog racing, payments to the Commonwealth relating to boxing and sparring matches, taxes on utility companies, gasoline taxes, taxes on insurance companies, excise taxes on motor vehicles, taxes on urban redevelopment corporations, sales tax, use tax, room occupancy excise tax, property taxes, and taxes on proceeds from raffles and bazaars.

QUESTION 3 (cont.)

The proposed law also contains a provision that if any sections of the law are held to be invalid, all other sections of the law are to remain in effect.

Yes	1584	Blanks	25
No	1904	Total	3513

QUESTION 4

LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or House of Representatives before May 2, 1990?

SUMMARY

This proposed law would change the state election laws governing the establishment of political parties and the nomination of candidates.

The proposed law would allow voters to register under a political designation other than "Independent" and in addition to the two political parties previously recognized by law (Republican or Democrat), if at least fifty voters request to be permitted to do so. It would allow any group to qualify as a political party under Massachusetts law if at least one percent of the total number of registered voters register to vote using that group's political designation, or if at least three percent of the votes cast at the preceding election for any statewide office were cast for a candidate running under that group's political designation.

The proposed law would set the minimum number of signatures needed on independent or minor party nomination papers for state office at one-half of one percent (1/2%) of the entire vote cast in the previous state election for governor (as compared to 2% as of 1989), and would also establish this number of signatures as the upper limit needed for major party candidates. The proposed law would also permit voters to sign the nomination papers of any number of candidates for the same office, would require that all blank forms to be used

QUESTION 4 (cont.)

SUMMARY (cont.)

for nomination papers and initiative and petitions be no more than 8 1/2" by 14" in size, and would allow signatures to be collected on exact copies of those forms.

Yes	1648	Blanks	215
No	1650	Total	3513

QUESTION 5

LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 2, 1990?

SUMMARY

This proposed law would regulate the distribution to cities and towns of the Local Aid Fund, which consists of at least 40% of the revenue generated by the state income, sales, and corporate taxes, as well as the balance of the State Lottery Fund.

Subject to appropriation by the legislature, the State Treasurer would distribute the Local Aid Fund to cities and towns on a quarterly basis, and each city or town would receive at least the same amount of local aid it received in the previous fiscal year unless the total Local Aid Fund decreases.

In fiscal year 1992, if there has been any increase over the fiscal year 1989 fund, half of the increase would be distributed in accordance with the distribution formula used for fiscal year 1989, and half would be distributed to each city and town in proportion to its population.

In each year after 1992, if the fund increases, the excess would be distributed through a formula devised by the state Secretary of Administration and Finance, with the advice and consent of the Local Government Advisory Committee. If the fund decreases after 1992, each town or city will have the amount it receives decreased by the same percentage.

QUESTION 5 (cont.)

SUMMARY (cont.)

This proposed law also requires that the Treasurer publish an annual report about the Local Aid Fund, that the state Auditor publish an annual audit of the Account, and that the Secretary of Administration and Finance issue to each city and town an estimate of funds it will receive from the Local Aid Fund.

Each city or town would be allowed to bring a lawsuit to force distribution of the account, and would be entitled to a late payment fee if distribution is not timely.

Yes	1987	Blanks	204
No	1322	Total	3513

QUESTION 6

THIS QUESTION IS NOT BINDING

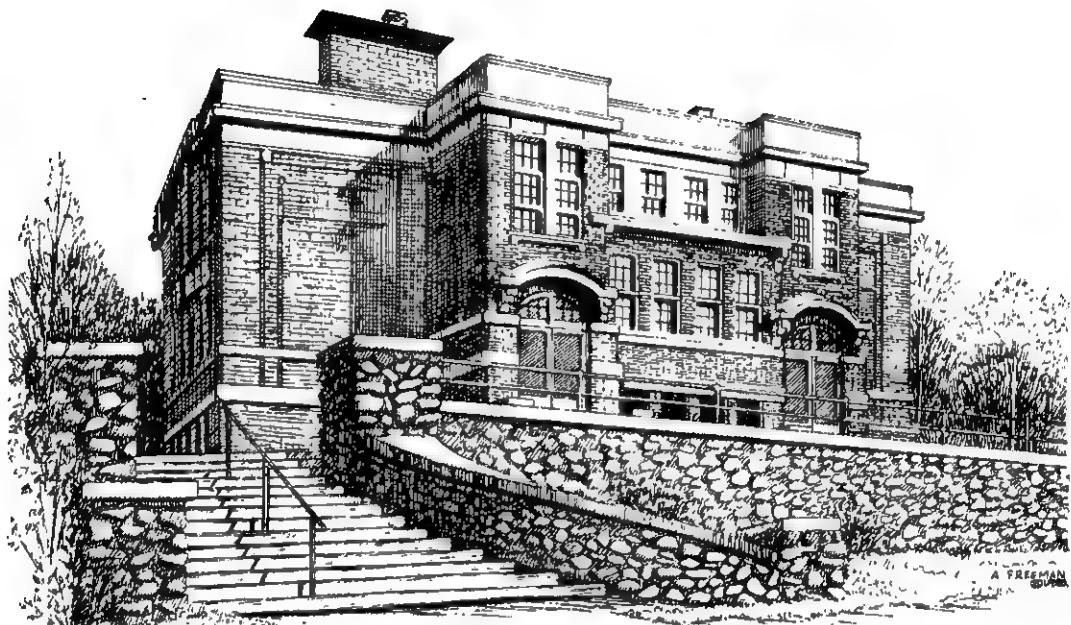
Shall radio and television broadcast outlets be required to give free and equal time to all certified candidates for public office in the commonwealth?

Yes	1708	Blanks	206
No	1599	Total	3513

A true copy:

Attest: PAUL J. BERRY, TOWN CLERK

Educational Report



SOUTH UNION SCHOOL SOUTHBOROUGH, MASSACHUSETTS

SOUTHBOROUGH TOWN REPORT
SCHOOL COMMITTEE
1990

Ms. Katherine Whitehouse
Mr. John J. Ford III
Mr. Andrew Davis
Mrs. Catherine D. Alsterlund
Mr. Norman M. Clement

Chairperson
Vice Chairperson
Secretary

ADMINISTRATION

Superintendent of Schools

Mr. Dennis M. DiSalvo
B.S. Ed. M.A. C.A.G.S.

Assistant Superintendent

Mr. Robert E. Melican
B.S. Ed. M.Ed. C.A.G.S.

Assistant Superintendent

Mr. Perry P. Davis
B.A. M.A. C.A.G.S. Ed.D.

Secretary to Superintendent

Mrs. Nancy A. Fraser

Secretary to Assistant Superintendent

Mrs. Helen A. Yanco

Receptionist/Typist

Mrs. Maureen C. Murphy

Financial Secretary - Algonquin

Mrs. Sylvia T. Ainsleigh

Financial Secretary - Southborough

Mrs. Barbara A. Sanchioni

Financial Secretary - Northborough

Mrs. Janet S. DeNapoli

Business Office

Algonquin Regional High School

Bartlett Street

Northborough, MA 01532

Office Hours:

8:00 a.m.-4:30 p.m.

Telephone:

Northborough: 393-2478

393-2188

Southborough: 485-0452

485-6629

SUPERINTENDENT'S REPORT

On behalf of Ms. Whitehouse, Chairperson, and School Committee members, Mr. Ford, Mr. Andrew Davis, Mrs. Alsterlund, Mr. Clement, allow me to extend thanks to the Southborough Community, Southborough teaching staff, administration, parents, children, elected officials of the town and town employees for making 1990 an extraordinary school year.

THE MARY FINN SCHOOL

Curriculum:

The curriculum work at Finn School is guided by the school systems core values of Active Learning, Dignity of the Individual, Embracing Diversity, and Shared Decision-Making.

We continue to use a thematic approach to whole language instruction. This instructional method integrates print in books and writing which may focus upon science, language, social studies or health. We have gained more experience in our use of whole language, and have developed new ways to assess children's progress through our research and in-service programs and we are developing new models of assessment. We plan to share more specific data about how children learn during parent conferences.

To promote the value of Active Learning, classroom desks are being replaced by tables which allows the classroom teacher to regroup children for specific activities. Using a creative approach throughout the building, we use all available space for program enrichment. A "discovery room" developed for the kindergarten program provides children with increased opportunity for growth. Learning through discovery is a major principle of learning used at Finn School.

Parent Group:

The Finn S.O.S. parents continue to play a key role in the operation of the school. Classrooms are organized by teachers with the assistance of parent volunteer support. Parents at Finn volunteer as chaperones, and engage in tutorial help and computer assistance. Parents are asked to give their advice on the routine operations of the school. This is part of a goal of broadening site-based decision-making. We recognize the value of our parents as partners in the learning process and seek to include them as much as possible.

During the year the S.O.S. conducts a number of family activities such as: the Special Person Breakfast, the Finn Family Feast, and the Finn Family Fun Fair. Money raised from these activities are placed back into programs for the children. All of the programs are made possible through the energy and efforts of the Finn parents.

School Improvement Council:

The School Improvement Council was created under Chapter 188 of the Massachusetts Reform Act of 1985. The School Improvement Council is made up of teachers, the school principal, parents, and a community representative selected by the School Committee. The Council worked on report card revision with the staff. This is a major attempt to create a report card which reflects changes in curriculum. The report card is written from the children's point of view.

Due to state reductions in funding fewer dollars are now available for council efforts. The Council decided to place money received into school field trips.

Professional Development:

The staff continues to assume responsibility for its own professional development. Within a context of our core values and program goals, workshops on Whole Language Assessment, Pupil and Teacher Expectations, Learning Styles in Whole Language, and Reading Recovery were conducted this year.

Teachers also attended conferences at the Department of Education and Northeastern University on "Child Study Teams." Finn teachers visited other schools to observe their programs. Teachers from other schools visited Finn to observe our programs. This exchange encourages the sharing of ideas around teaching. Such ideas will be helpful in meeting the needs of all children at Finn. A teaching staff committed to its own learning is necessary for modeling learning in others.

Chapter I:

Chapter I is a federally funded grant program which targets educational needs in a community. Grant money combined with local funds enable the district to hire a part-time tutor. This tutor works at Finn and services kindergarten and first grade children who indicate some degree of learning risk. The focus of the program is in the areas of attending, following directions, problem solving, and development of language concepts.

The tutoring is conducted in small groups within the classroom. The evaluation results indicate that the program, coordinated with the regular day school program, is very successful.

Southborough continues to receive less and less federal funds annually for this program.

MARGARET A. NEARY SCHOOL

Following the school's mission to promote Active Learning, Embrace Diversity, and Share Decision-Making, the staff and students at Neary are proud of their progress and excited about current efforts under way. Our student population continues to grow and as of December 1, 1990 include 334 children in grades 2-5. This represents an increase of 23 students over the population at the same time last year. Neary

continues to draw new students. During the Fall of 1990, with the move-ins and move-outs, we experienced a net gain of 11 students. Our average class size continues to be in the 19-20 range throughout the school.

Curriculum efforts in mathematics, science, computer technology, special education and language arts continue to focus on purposeful, active learning. At each grade level, multi-disciplinary units continue to be developed enriching our students' lives with a rich menu of thinking skills and activities. The staff development program at Neary is devoted to improving instruction. Staff development programs in cooperative learning, grouping strategies, and mathematics manipulatives have been conducted. We are currently planning for changes in the way we group students for mathematics and reading. Participating in the study are parents, teachers, and the school principal. The change process is an exciting one and has included research, school visits, professional development, and lots of sharing within the staff. The plan that is being developed will take effect in the Fall of 1991 and will embrace active learning, the dignity of all students and their academic needs.

Neary School continues to explore more ways to embrace the diversity found in our student population. Our efforts to enlarge the enrichment program to include more students, to change the grouping strategies used throughout the building, to participate in the Town wide Heritage celebration, and to reach out beyond the Neary community through the S.O.S. Social Concerns committee are all evidence of Neary's growing awareness of our obligation to become more accepting of diversity. In addition, Neary School has become a host for one of the Collaborative's multiply handicapped classrooms. Seven severely handicapped children (one from Southborough) are being taught by a teacher and two aides from the Collaborative. Neary welcomed the class in September of 1990. These children are included in all assemblies, in some recesses on the playground, and will, eventually, be a part of many more Neary programs.

Shared decision-making was very much in place during 1990. Staff members participated in the hiring process for each new staff member. Teachers plan and help carry out the entire staff development program, continuing to help shape all new program directions at Neary. Parents also share in the hiring of new staff members, the school improvement council, the grouping study committee, and the gifted study committee. Fifth graders formed a student council to plan for school spirit activities as well as to address schoolwide student issues.

Neary S.O.S. had a very active 1990. They successfully raised funds that provided our children with a variety of curriculum-related field trips, many cultural arts programs, volunteer staffing of the Junior Great Books program, and a wonderful Book Week in the spring. These hard working parents continue to support school spirit efforts at Neary including the sale of school sweatshirts (with a student-designed logo), the annual Expo event in March, teacher and staff appreciation activities, and all the little things that make Neary special.

The S.T.E.P. program continues to offer after school and before school enrichment courses at a minimal cost to students. In 1990 some of the offerings included This Little House (a playhouse that was later raffled off - the proceeds were used to purchase new software for the computer program), sewing, computers, cooking,

photography, theater, and model building.

The Southborough Extended Day program expanded its hours in September, 1990, in order to accommodate the needs of working parents faced with the change of starting time at Neary. It now operates an early morning session in addition to the afternoon program.

School Improvement Council funds were severely cut in 1990, resulting in a much more modest program. Our students did benefit, however, from the purchase of hand held microscopes, video tapes for the art program, cork mounting strips for hall displays, and a data show projector. The data show is linked to a computer, then placed on an overhead projector to show a whole class what is on the computer screen. Teachers use it regularly for whole class instruction for word processing, and new computer programs.

WOODWARD MIDDLE SCHOOL

The year 1990 has been one of affirmation for the Woodward School. Our experience with a restructured school program was and remains positive and rewarding. Our effort to build a cohesive student body from grades six through eight was exemplified in June at Awards Day. To the continuous cheers and applause of their classmates, parents, and faculty, students received awards in a variety of categories such as academics, athletics, community service, and citizenship. The ceremony was capped by the raising of the Eighth Grade Banner to the rafters of the gym, to be left permanently as a memento of that class.

Another activity during the year which emphasized interaction of grades 6 through 8 was the successful volleyball marathon which raised over \$6000 for a school fitness center. The center, now a reality, has become a focal point for improving the overall fitness of the students.

The strong academic program of the Woodward School is complemented by a variety of activities which enhanced the learning of the students. This past year a Medieval Banquet was held in May by the sixth grade. This event featured students in period dress, participating in games, dancing and music of the period. The banquet which culminated the event was attended by students, parents and faculty.

In March Betty Lehrman a storyteller spent three days at Woodward. Her work with the students enriched the Language Arts program. This activity was shared by students at all grade levels of the school.

Four teams of students participated in the Odyssey of the Mind competition in April. All of the teams did well in their events when participating in the State competition in May. The program which is open to all Woodward students on a voluntary basis emphasizes team cooperation and thinking skills.

During May the Woodward students put on a successful musical. The performance of LUANN was played before two capacity audiences. Students from grades 6, 7, and 8 participated in every facet of the production. Preparations for the play began in December with auditions. Students worked on a regular basis from then until show

time in May.

Career Day returned to Woodward for the first time in four years. This past year's event was planned totally by Woodward S.O.S. who coordinated the program and arranged for the guest speakers. Over fifty presenters spoke on a wide variety of careers during the day. Students were able to attend as many as seven sessions.

The staff at the Woodward School continues to support efforts which embrace the core values of respecting the dignity and diversity of each individual. During 1990 each faculty meeting and team meeting focused on each child's dignity. This has resulted in a caring and supportive environment for our students.

The staff at Woodward continue to plan and implement interdisciplinary teaching units. These activities support our curriculum efforts in providing opportunities for active learning in a variety of subject areas. With common planning time available on a regular basis, teachers are able to commit the necessary amount of time to the coordination of these efforts. The enriching quality of these interdisciplinary units have challenged all of our students.

The Carnegie Council on Adolescent Development has published a report called "Turning Points: Preparing American Youth for the Twenty First Century." In it they make eight recommendations to improve the educational experience of all middle grade students. The Woodward School has organized itself in many respects to conform to these recommendations. In some areas work is in progress.

The status of these recommendations at Woodward are as follows:

1. CREATE SMALL COMMUNITIES FOR LEARNING. Woodward is organized by teams with each team being responsible for one group of students. Advisor/Advisee programs are being reviewed with the hope of ensuring that every student is known by at least one adult.
2. TEACH A CORE ACADEMIC PROGRAM THAT RESULTS IN STUDENTS WHO ARE LITERATE, WHO KNOW HOW TO THINK CRITICALLY, LEAD A HEALTHY LIFE, BEHAVE ETHICALLY AND ASSUME THE RESPONSIBILITIES OF CITIZENSHIP IN A PLURALISTIC SOCIETY. The Woodward curriculum is broad based and is designed to serve the needs of each child in a way that meets these criteria. The curriculum reflects recent work of the curriculum committees in the school district
3. ENSURE SUCCESS FOR ALL STUDENTS THROUGH ELIMINATION OF TEACHING BY ACHIEVEMENT LEVEL AND PROMOTION OF COOPERATIVE LEARNING, FLEXIBILITY IN ARRANGING INSTRUCTIONAL TIME, AND ADEQUATE RESOURCES FOR TEACHERS. The Woodward School is currently researching and dialoging the issue of ability grouping as part of its Professional Development program. Various instructional models are being used to ensure that our students achieve academic success.
4. EMPOWER TEACHERS AND ADMINISTRATORS TO MAKE DECISIONS ABOUT THE EXPERIENCES OF MIDDLE GRADE STUDENT. Site based management concepts are in place and enable the Woodward School to make decisions tailored specifically to the needs of its students.

5. STAFF MIDDLE GRADE SCHOOL WITH TEACHERS WHO ARE EXPERT AT TEACHING ADOLESCENTS. During our planning for the restructuring of the Woodward program, special emphasis was given to meeting the needs of middle level students. Given the experience of the Woodward staff at this level, we are well prepared to serve the needs of our early adolescents.
6. IMPROVE ACADEMIC PERFORMANCE THROUGH FOSTERING THE HEALTH AND FITNESS OF YOUNG ADOLESCENTS. Woodward has made curriculum improvements, in the health area recently and continues to provide relevant information and guidance to students. The addition of a fitness center in the school helps to promote the development of a healthier student body.
7. REENGAGE FAMILIES IN THE EDUCATION OF YOUNG ADOLESCENTS. Woodward is planning to pilot a school based council during this school year. One of the goals for the year is to continue to improve communication with the home. A Professional Development workshop was held in October 1990 on this topic.
8. CONNECT SCHOOLS WITH COMMUNITIES. Community service projects are part of the Woodward routine. Efforts are currently being made to increase cooperation with the Fay School and to increase our sharing of resources on behalf of the children we serve.

SPECIAL EDUCATION

The Special Education Program in Southborough continues its commitment to providing outstanding programs for students with special needs. Last year after reviewing all of our procedures, a decision was made to focus our efforts on strategies related to mainstreaming. This effort has been the Commonwealth's focus and merges nicely with the pre-referral model that our child study teams have initiated. The Child Study Team at Finn School has received a grant for the second year to provide extensive training to staff in the area of pre-referral intervention. This grant process was highly competitive and our involvement has yielded tremendous results for all students in the Southborough Schools. In fact, the Team has received recognition from the State for their efforts.

Our special needs Parent Advisory Council continues to be a highly supportive, active group of community members. Meeting approximately every six weeks, this group provides insight into topics for parent evenings, (3 last year and 3 scheduled for this year), as well as guidance for ways to increase the public's awareness of the many special needs programs operating in Southborough.

The Southborough Public Schools continue to benefit from membership in the Assabet Collaborative. The Collaborative enables a small system like Southborough to service youngsters with low incidence special needs in a superior program in the most cost efficient manner. Without the availability of the Collaborative, Southborough's out-of-district costs would be three to four times more than the current budget. Other benefits of the Collaborative include transportation services, occupational therapy, and physical therapy. In all, we have 14 students participating in programs

operated by the Collaborative.

The Collaborative's new integrated pre-school programs provide an opportunity for children with special needs and children without special needs to work together. Several Southborough students are involved as regular and special education students in the program. There are no costs for families who are interested in having their three and four year olds participate. However, the number of available slots for nonspecial needs students is limited and parents are responsible for transportation. Our programs for students with special needs have developed to a level where we have been able to return from Out of District Placements 4 students this year and anticipate returning 2 more in the fall of 1991.

Pupil Services:

The guidance staff continue to review different curriculum which enhance the self-esteem of students. After the review is completed, it is our intent to recommend several alternative programs that would be appropriate to integrate into our K-8 curriculum.

The English as a Second Language Program (ESL) is now into its third year. Our part-time ESL Tutor has been working to develop a curriculum that will help with the transitional period of our students from families who have limited English proficiency due to differences in their first or home language. The number of students benefiting from this program continues to grow each year, reflecting the growing diversity of our community.

CURRICULUM REPORT:

Computer/Technology Curriculum Team:

The comprehensive plan for the integration of the use of computers into the K-12 curriculum that was initiated in 1983 and approved by the School Committees in 1987 emphasized the need for continuous program monitoring and evaluation. We have maintained our efforts in the areas of instructional applications, staff development, hardware and software acquisitions, and program coordination and implementation. This year the committee has concentrated on the completion of a system-wide evaluation of our progress to date.

In the spring of 1990, the committee developed and conducted a survey to determine the general awareness of the faculty regarding the availability and use of computer equipment, student and teacher attitudes, and suggestions for improvements in curriculum and professional development. The results of this survey were consolidated and summarized during a summer workshop.

In order to evaluate what we have done, assess where we are, and develop plans for the future we have attempted to gather information and input from a variety of sources. The survey acts as a good starting point since it provides feedback from teachers. Since September the committee has reported to and provided the Survey Summary to the Administrative Council, the Superintendent's Committee on Excellence,

and the School Committees of Northborough and Southborough for their reactions, suggestions, and recommendations.

The committee continues to gather information and will seriously consider input from all sources in our efforts to develop recommendations for future needs. We would be remiss if we failed to recognize and thank the communities for their support and contributions to the Stop & Shop Program - Computers for the Students. This very successful program made sizable additions to our hardware acquisitions throughout the district.

The last few years have seen rapid and significant changes in the technology and its utilization in curriculum. This points out the continued need for on-going program monitoring and evaluation.

Industrial Arts/Technology Curriculum Team:

The Industrial Arts/Technology Education study team anticipates successful completion of its task during the school year 1990-91. Much has been accomplished in the review of current research, analysis of the current programs within the three school districts and the setting of future goals. Remaining tasks include: organizing the research, development of future goals and directions, meeting with the Excellence Committee and Superintendent, and completion of a final document. This study team has identified the need to change the name of Industrial Arts to that of Technology Education. The proposal is based on the national and state trend toward the study of technology, the better description of how the current programs have evolved and the outlook for the future.

The study team believes that Technology Education is so basic that it should be a part of the learning experiences of all students at all levels, students need to understand, function, and control their industrial/technical environment.

Science Curriculum Team:

This is the sixth year the Science Coordinating Committee has been in existence. We continue to focus upon a well-rounded program for improving science instruction. We feel that "science education and specifically the scientific method of problem-solving are important and necessary aspects of the education of the whole child." The team has accomplished the following:

- .Expanded the elementary science program to include six topics from the five science fields or strands of Personal Biology, Animals, Plants, Earth and Space and Physical Science.
- .Concentrated the seventh grade curriculum on the relationship of man in maximizing his healthful environment. Eighth grade seeks to broaden man's relationship and inter-connectedness with the entire cosmos.
- .Established a forum wherein continuous dialogue has been established between elementary, middle, and high school educators to insure a coordinated science curriculum.

During May 1990 the Science Committee surveyed the teaching staff of the three school systems to assess the success of the Science Program as it is now in place. Two surveys were created by the committee, one for K-6, and one for grades 7-12. The interpretation of assessment results is presently under way.

The results of the survey were tallied during the summer workshop of 1990. The results of the surveys will be reviewed by the teachers to help outline the future direction of the science program. Miss Lois Morelli, Chairperson of the Science Committee, presented the results of the surveys to the Committee on Excellence and to the Northboro and Southboro School Committees.

The successes that we have obtained to date are due in great part to everyone working together and for this effort the students of Northboro and Southboro will surely be the beneficiaries.

Language Arts Curriculum Team:

After several years of active participation in presenting professional development day programs and in producing an interim guide for teachers K-12 and a reference for parents as well, the Language Arts Coordinating Team has assumed more of a monitoring role.

The committee centered its activity, during the last school year, on evaluating progress to date in order to determine its goals for the future. As part of the assessment process, the team prepared a chronological record of the Language Arts Study and Coordinating Teams to facilitate review of the specifics which had been addressed during the life-spans of both committees. In addition, the team reviewed all of its stated objectives, assessing the current status of each.

From this data the team determined items which needed to be included in the teacher survey initiated by the Superintendent's Study Team on Excellence. The committee then developed a questionnaire to be responded to across the district by teachers on every level who teach writing. Members of the committee assisted in administering this survey by whatever method was most suitable for their individual buildings.

Members remain active in their individual buildings as resource persons. They also continue to foster the writing process approach and more writing, publishing and interdisciplinary activities.

During the remainder of this school year, the committee will supervise the interpretation of the questionnaire results and prepare a report from the data.

Mathematics Curriculum:

This school year marks the fifth year the Mathematics Coordinating Team has been in existence. During the year along with the Superintendent's guidance, a formal assessment of the mathematics curriculum in the three school districts was implemented.

During the year the team formalized a survey which was distributed to teachers in May 1990. During June and July of 1990, the team met and analyzed the results. In September the team identified objectives for the school year in areas where teachers needed assistance. During November the team received comments from the Superintendent's Study Team on Excellence, the principals, and the School Committees concerning the survey.

With this information in hand, the Mathematics Coordinating Team is planning additional professional development programs as a means of promoting communication among teachers in the area of mathematics instruction.

The curriculum is changing, just as our community is changing. The curriculum is changing to assist our children to live productive lives in the 21st century.

Physical Education Curriculum Team:

The Physical Education Curriculum Committee continues to meet on a monthly basis. The physical education coordinator has been working directly with the Superintendent of Schools and the Physical Education Curriculum Committee in implementing all study team recommendations.

Team members continue to be active in evaluating several current physical education curriculum and curriculum formats in an effort to provide further objective recommendations to the Superintendent's Study Team on Excellence. Individual team members have participated in various workshops, lectures, and clinics held throughout New England with concentration on the areas of safety, innovative programs, and teaching styles. Most recently the committee has been assessing four major areas of concentration, which include; 1) the development of a progressive "fitness for life" program K-8 that centers around key health related physical fitness concepts, the utilization of various modalities and specific activities for achieving fitness, and the necessary tools and techniques to appropriately evaluate these target objectives; 2) a close inspection of all motor skill learning and its relationship to critical thinking, cooperative learning, theme based learning, and problem solving. Emphasis also includes the development of newer instructional methods which can contribute to more diversity in these learning styles at all grade levels and age groups K-8; 3) an analysis of the scope and sequence of motor skill learning and its progressive levels of introduction, refining, and mastery of such learning skills in grades K-8; and 4) close observation and analysis of all current programs being taught for the specific purpose of evaluating all subject content covered at each grade level K-8.

The Physical Education Curriculum Committee will be formulating a final draft of a new physical education curriculum.

Health Coordinating Team:

During the 1989-90 school year, the Health Curriculum Coordinating Team attended workshops and conferences, consulted with health professionals from across the country, and continued to review curricula in anticipation of selecting and/or developing a comprehensive health curriculum. It was recognized by the Health Team that no one curriculum could satisfy all of the community needs of Northborough and

Southborough. Therefore, any forthcoming comprehensive health curriculum recommended by the Health Coordinating Team will be a combination of several nationally recognized curricula. Much time has been spent scrutinizing lessons to insure the curriculum will meet the goals and objectives of the Health Team as well as the core values of the school system and the needs of the community at large. It is the intent of the Health Coordinating Team to finalize curriculum recommendations during the 1990-91 school year followed by teacher training and program implementation.

E.C.I.A. CHAPTER II

Under the terms of the Education Consolidation and Improvement Act (E.C.I.A.) Chapter II, the Southborough Public Schools applied for and were awarded a grant in the amount of \$3,297 for the 1991 fiscal year.

The grant monies were earmarked for curriculum work in Computer Technology. Through the recommendations of the Computer Coordinating Team and that of the Superintendent of Schools, these grant monies were used to purchase computer hardware and mathematics manipulatives at the Neary School.

DWIGHT D. EISENHOWER, TITLE II

Under the terms of the Dwight D. Eisenhower, Title II program, the Southborough Public Schools applied for and were awarded a grant in the amount of \$1,139.00. Through the recommendations of the Science Coordinating Team and that of the Superintendent of Schools, Dr. David Haury of the University of Lowell has been working with staff members to expand their skills in the area of science instruction with a focus on science inquiry and critical thinking.

IN-SERVICE PROGRAMS

During the year eight in-service programs were held for our K to 8 staff members:

- January 1990 - Ms. Carolyn Oberhelman, a Computer Teacher in the Northborough School District, presented a workshop on "Keyboarding" to our Grade 4 teachers.
- February 1990 - Ms. Diane Insani, a teacher at the Northborough Middle School, presented a workshop on the computer program "Bank Street Writer" to our Grade 5 teachers.
- March 1990 - Ms. Allison Malkin of Together, Inc. presented a training workshop on Drug and Alcohol Prevention for our staff in Northborough, Southborough, and at Algonquin Regional High School. This workshop series was made possible by grant money from the Governor's Alliance Against Drugs.
- April 1990 - Mrs. Kay Goranson of the Educators Publishing Services, Inc. presented a training workshop on Orton-Gillingham.
- June 1990 - A summer workshop was held by the Computer Technology Committee.
- June 1990 - A summer workshop was held by the Science Curriculum Coordinating Committee.
- June 1990 - A summer workshop was held by the Health Study Team.

September 1990 - In September the Superintendent's Office was pleased to announce an in-service workshop entitled "The Skillful Teacher" for teachers in Northborough, Southborough, and Algonquin Regional High School. The instructor for this workshop is Dr. Andy Platt from Research for Better Teaching, Inc.

The Skillful Teacher course addresses three questions: how can we (1) become more precise and articulate about what we do as teachers, (2) expand our repertoire of teaching strategies so we are better able to serve kids, and (3) build a professional climate that fosters self-reflection, collegiality and experimentation.

To accomplish this, the course is exploring important categories of teaching identified in the research literature. The workshop sessions examine this knowledge base on teaching through demonstrations, discussions, readings, and viewing video-clips of live teaching. Participants are choosing something from the category of teaching discussed in each session and are experimenting with it between sessions. Opportunities are provided during the sessions to share teaching experiences.

Administrators, department heads, and team leaders who are involved in evaluations, are currently completing a similar course called "Observing and Analyzing Teaching."

This in-service workshop is a twelve-session course running from September through May.

1990-91 HORACE MANN TEACHER

The following staff members were the recipients of the Horace Mann grant for the 1990-91 school year:

Linda Miller, Rebekah Holtgrieve, and David Smith - Development of a Style Book for preparing research papers for the Woodward School.

The Horace Mann Teacher Program is part of Chapter 188, the Public School Improvement Act of 1985. Each school committee in the Commonwealth may designate Horace Mann Teachers who are paid for performing additional duties within their schools or districts. The program's purpose is to provide financial incentives to qualified teachers and to encourage the use of valuable teaching resources in such areas as curriculum development and teacher training.

Due to the drastic cutback of funds by the Department of Education, the number of Southborough teachers who were able to receive such a grant was limited.

SOUTHBOROUGH PUBLIC SCHOOLS

Enrollment By Grades

October 1, 1990

School	K	1	2	3	4	5	6	7	8	Total
Finn	83	105								188
Neary			97	73	89	77				336
Woodward							83	62	70	215
Total	83	105	97	73	89	77	83	62	70	739

Projected Enrollment By Grades

1991-1992

School	K	1	2	3	4	5	6	7	8	Total
Finn	95	82								177
Neary			105	97	71	92				365
Woodward							78	85	60	223
Total	95	82	105	97	71	92	78	85	60	765

FACULTY OF SOUTHBOROUGH PUBLIC SCHOOLS
1990-91

MARY E. FINN SCHOOL

Principal

Edward Valinski, B.S.Ed., M.S.Ed., Worcester S.C.

Kindergarten

Sharon Thomson, Team Leader, B.S.Ed., Framingham S.C.

Nancy Bauman, B.A., Regis College

Sara Miller, B.S.Ed., Wheelock College

Grade 1

Marjorie Mitchell, Team Leader, B.A.Ed., Whittier College;

M.S.Ed., Wheelock College

Rose Ellis, B.S.Ed., M.S.Ed., Queens College, City Univ. of N.Y.

Jeanne McHale, B.S., Framingham S.C.

Lorraine Robinson, B.S.Ed., Framingham S.C.

Mary Jane Sparrow, B.A., Univ. of Mass.

Monica Steinberg, B.S.Ed., City College of City U. of NY;

M.S.Ed., Queens College

MARGARET A. NEARY SCHOOL

Principal

Kathleen Lengel, B.S., Southern Conn. S.C.; M.Ed., Univ. of VT

Grade 2

Margaret Daly, Team Leader, B.S. Ed., Bridgewater S.C.

Elna Headberg, B.S.Ed., Framingham S.C.; M.Ed., Worcester S.C.

Marie Majeski, A.B. Anna Maria College; M.Ed., Worcester S.C.

Marie Quinn, B.S.Ed., Bridgewater S.C.

Jennifer Shields, B.S., North Adams S.C.

Grade 3

Rosalie Vendetti, Team Leader, B.S., William Patterson College

Susan Hedley, B.A., Mount Holyoke College

Karen Hierman, B.S., North Adams College

Janice Silva, B.A., Anna Maria College; M.Ed., Worcester S.C.

Grade 4

Katharine Howard, Team Leader, B.A., Anna Maria College; M.Ed., Worcester S.C.

Jacqueline Aspesi, B.S. Ed., Framingham S.C.; M.Ed., Worcester S.C.

Carolyn Davis, B.S., Salem S.C.; M.A., Lesley College

Mary Ellen Lavelle, A.S., Quinsigamond C.C.; B.S., Fitchburg S.C.

Marilyn Shanahan, B.A., Emmanuel College; M.Ed., Worcester S.C.

Grade 5

Cecilia Lynch, Team Leader, B.A., Anna Maria College; M.Ed., Worcester S.C.

Diane Buffone, B.S., Worcester S.C.; M.Ed., Worcester S.C.

Marie Delaney, B.S.Ed., M.Ed., Worcester S.C.

Daniel Shea, A.A., Worcester Jr. College; B.S. Ed., Bridgewater S.C.

A. S. WOODWARD MIDDLE SCHOOL

Principal

P. Brent Trottier, B.S.Ed., Worcester S.C.; M.Ed., Fitchburg S.C.

Grade 6

Charles Gobron, Team Leader, A.B., Holy Cross; M.Ed., Framingham S.C.

Sandra Bennett, B.S.Ed., M.A., Framingham S.C.

Marylea Bianchi, B.A., Univ. of Mass.; M.Ed., Worcester S.C.

Patricia Gustafson, B.A., Regis College

Grade 7

Gail Dufault, Team Leader, B.A., M.Ed., Worcester S.C.

James Burke, B.A., American International College; M.Ed., Framingham S.C.

Peter Langelier, B.S.Ed., M.Ed., Worcester S.C.

Stephen Wamback, B.S., M.Ed., Worcester S.C.

Grade 8

Lawrence Hockstad, A.B., M.A.T., Harvard Univ.

Rebekah Holtgrieve, A.B., Eastern Nazarene College; M.Ed., Duke Univ.

Linda Miller, A.B., Bates College; M.A.T., Harvard Univ.

David Smith, B.S., Keene S.C.; M.Ed., Worcester S.C.

Computer

Gail Jenks, B.S.Ed., Bridgewater S.C.; M.Ed., Framingham S.C.

French/Spanish

Margaret Marinelli, B.A., Boston College

Health

William O'Connor, B.S.Ed., Northeastern Univ.;

M.Ed., Boston State Teachers College

Home Economics

Jean Ivers, B.S., Framingham S.C.

Industrial Arts

Douglas Somerville, Team Leader, B.S., M.Ed., Bridgewater S.C.

Mathematics

Richard Gablaski, B.S.Ed., M.S., Worcester S.C.

Physical Education

William O'Connor, B.S.Ed., Northeastern Univ.;

M.Ed., Boston State College

SPECIAL EDUCATION AND PUPIL SERVICES

Administrator of Special Education and Pupil Services

Steven Kaplan, B.A., Fairleigh Dickinson Univ.; M.S., Univ. of RI

School Psychologist/Counselor

Patrice McGourty, B.S., Northeastern Univ.; M.Ed., Rivier College;
C.A.G.S., Assumption College

Special Needs Resource Teachers

Marcia Bachman, B.S.SpEd, Syracuse Univ.; M.Ed., Framingham S.C.
Joyce Burzillo, B.S.Ed., M.Ed., Framingham S.C.
Kathleen Denning-Lord, B.A., St. Joseph's College; M.Ed., Boston College
Araksie Tashjian, B.A., Framingham S.C.; M.Ed., Lesley College

Remedial Reading

Joan Lane, B.S.Ed., Worcester S.C.
Patricia Pastner, B.A., Anna Maria College; M.Ed., Worcester S.C.

Chapter I Tutor

Floris Leipzig, B.S., M.S., Syracuse Univ.; C.A.S., National College of Ed.,
Evanston, IL

E.S.L. Tutor

Barbara Wicklman, B.S.Ed., Gordon College

Special Needs Tutors

Frances Caddigan, B.S.Ed., Boston College
Joanne Gignac, B.A., Trinity College
Audrey Sullivan, B.S.Ed., Framingham S.C.

Speech Pathologists

Susan Gay, B.S., M.S., Worcester S.C. (P.L. 94-142)
Phyllis Trincia, B.F.A., M.A., Ohio Univ.

Adaptive Physical Education

Kathleen Butcher, B.S., Bridgewater S.C.; M.S., Univ. of Wisconsin-LaCrosse
(P.L. 94-142)

School Nurses

Carolyn Connors, R.N., C.S.N.; St. Joseph's Hospital School of Nursing
Frances Carrigan, R.N., St. Vincent's Hospital

School Physician

Dr. Maria Frangione

TEACHING SPECIALISTS

Art

Beverly Dodd, B.F.A., Mass. College of Art
Marsha Gleason, B.A., Westfield S.C.

Neary
Finn/Woodward

Computer

Patricia Lally, B.A.Ed., Univ. of Mass.; M.Ed., Worcester S.C.

Neary

Director of Library/Media

Richard Griffin, B.S., College of the Holy Cross;
M.Ed., Worcester S.C.; C.A.G.S., Boston Univ.

Finn/Neary/Woodward

Guidance

Barbara Cowles, A.B., M.A., Univ. of Michigan
Elizabeth Sobol, B.S., Boston Univ.; M.A., Univ. of Maryland

Woodward
Neary

Music

Frances Alibrio, B.S., Univ. of Conn.; M.M., Univ. of Lowell
Donna Bacherman, B.S., Eastern Nazarene College
Stephen Curtis, B.A., Berklee College of Music
Alan Vaudreuil, B.M.Ed., Berklee College of Music

Neary/Woodward
Finn/Neary
Neary/Woodward
Woodward

Physical Education

Raymond LaChance, B.S., Springfield College
Brenda Lutfy, B.S., M.S., Bridgewater S.C.
Janet Perry, B.S., U.N.H.; M.S., Bridgewater S.C.

Neary
Neary
Finn

SUPPORTIVE PERSONNEL

Director of Volunteers

Judith Grosso

Finn/Neary/Woodward

Library Aides

Geraldine Molloy, A.B., Emmanuel College
Laurie Woodfin, B.A., Colby College; M.S., Simmons College

Neary/Woodward
Finn/Neary

Special Needs Aide

Christine Procaccini, B.S.Ed., Boston S.C.
Rowena Robertson

Woodward
Finn

Secretaries

Barbara Gordon
Patricia Stroup
Dorothy Taylor, B.S., Boston Univ.
Angela Stucchi

Neary
Woodward
Finn
Special Needs, Neary

Clerical Aides

Deborah Geever
Carroll Harris
Sara Hamill

Finn
Woodward
Neary

CUSTODIAL PERSONNEL

Robert Dickerson, Head Custodian	Neary
Raymond Provencal, Head Custodian	Finn
Kevin Purcell, Head Custodian	Woodward
Lawrence Bellofatto	Finn/Woodward
Leonard Needels	Neary
Manuel Quintanilla	Neary
Keith Morris	Woodward

CAFETERIA PERSONNEL

Renate Greenlaw, Supervisor of Cafeterias	Neary
Antoinette Haggerty	Neary
Kimberley Masterman	Neary
Julie Meserve	Neary
Anna Pasacane	Neary
Gina Pensalfini	Woodward
Mary St. Pierre	Finn
Frances Wardle	Finn
Mary Ziobrowski	Woodward

**TOWN OF SOUTHBOROUGH
SCHOOL FINANCIAL STATEMENT
FOR THE 1990 FISCAL YEAR, JULY 1, 1989 TO JUNE 30, 1990**

APPROPRIATION:

Regular Education	\$3,224,396.00	
Special Education	\$564,259.00	
Vocational Education	<u>\$10.00</u>	
Total Appropriation		\$3,788,665.00

EXPENDITURES:

REGULAR DAY PROGRAMS

ADMINISTRATION:

School Committee	\$12,509.00	
Superintendent's Office	<u>\$118,407.00</u>	
Total Administration		\$130,916.00

INSTRUCTION:

Supervision	\$21,477.00	
Principal's Offices	\$212,921.00	
Teaching	\$2,127,740.00	
(includes Salaries, Workshops, Supplies & Field Trips)		
Textbooks	\$31,749.00	
Library Services	\$70,383.00	
Audio-Visual Services	\$8,880.00	
Guidance Services	<u>\$59,210.00</u>	
Total Instruction		\$2,532,360.00

OTHER SCHOOL SERVICES:

Attendance Services	\$500.00	
Health Services	\$46,807.00	
Pupil Transportation	\$123,726.00	
Cafeteria Services	\$16,000.00	
Other Student Body Activities	<u>\$8,615.00</u>	
Total Other School Services		\$195,650.00

OPERATION OF PLANT:

Custodial Services (Salaries & Supplies)	\$165,835.00	
Heating Buildings	\$43,578.00	
Electricity	\$55,315.00	
Telephones	\$18,228.00	
Gas	\$1,610.00	
Water	<u>\$2,643.00</u>	
Total Operation of Plant		\$287,209.00

MAINTENANCE:

Grounds	\$670.00	
Buildings	\$44,535.00	
Equipment	<u>\$21,470.00</u>	
Total Maintenance		\$66,675.00

ACQUISITION/IMPROVEMENT OF EQUIPMENT:

New Equipment	\$15,934.00	
Replacement of Equipment	<u>\$13,032.00</u>	
Total Acqu./Improv. Equipment		<u>\$28,966.00</u>

TOTAL REGULAR DAY PROGRAMS	\$3,241,776.00
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SPECIAL EDUCATION - CHAPTER 766

Supervision	\$64,902.00	
Teaching (Salaries & Supplies)	\$251,931.00	
Psychological Services	\$42,885.00	
Health Services	\$16,081.00	
Transportation	\$3,638.00	
Telephone	\$1,330.00	
Equipment Maintenance	\$65.00	
New Equipment	\$883.00	
Programs - Other Schools in Mass.	\$114,214.00	
Payments to Collaboratives	<u>\$46,887.00</u>	
TOTAL SPECIAL EDUCATION		\$542,816.00

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VOCATIONAL EDUCATION ACCOUNT

Transferred	\$0.00
Unexpended Balance	<u>\$10.00</u>

Appropriation	\$10.00
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CHAPTER 188 PROFESSIONAL DEVELOPMENT/SCHOOL IMPROVEMENT GRANT

Expenditures	\$2,794.54
Unexpended Balance	<u>\$8.81</u>

Total Grant Received	\$2,803.35
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SCHOOL LUNCH ACCOUNT

INCOME:

Balance from FY89	(\$206.34)
Total Receipts FY90	\$85,820.73
Appropriation	<u>\$14,000.00</u>

Total Income	\$99,614.39
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EXPENSES:

Total Expenditures	<u>\$100,706.34</u>
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BALANCE TO FY91	(\$1,091.95)
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EMERGENCY NUMBERS

Police 485-2121

Fire 485-3232

Ambulance 485-3232

TOWN HOUSE
17 Common Street - Box 9109
Connecting Town House Offices: 485-0710

DEPARTMENT	OFFICE HOURS	INFORMATION
Appeals Board	9:00- 2:00	Maureen Colleary, Sec.; Zoning Variances; Special Permits
Assessors	8:00- 4:00	Real Estate Assessments, Automobile Excise
Board of Health	8:30- 2:00	Carey Burke, Secretary
Building Dept.	9:00-12:00	Elaine F. O'Brien, Secretary
Board of Selectmen	8:30- 5:00	Janice C. Conlin, Administrative Assistant
Planning Board	9:00- 5:00	Wayne Thies, Town Planner
Town Accountant	8:00- 4:00	Dorothy M. Phaneuf
Town Clerk	9:00- 5:00	Public Records; Vital Statistics; Voter Registration;
Town Clerk Tues.eves.	7:30- 8:30	Dog, Hunting & Fishing Licenses
Treasurer/Collector	8:30- 4:00	Mary B. Guilford; Bill Payment; Employee Information
Vet. Agent (Tues.eve.)	7:30- 8:30	Irene Burkis Tibert

OTHERS

Animal Control Officer	485-5947	Charles F. Hamel
Arts Council	481-9351	Martha Henderson, Dir.; Betty Meyer/Robin Denman, Co-Ch.
Cemetery	485-1618	Bridge Gilleney, Superintendent
Civil Defense	485-3887	Frank Aspinwall, Director
Conservation Commission	481-1006	Joan Ferretti, Secretary
Council on Aging	485-4317	Ellen A. Boland
Highway Department	485-1210	John W. Boland, Superintendent
Housing Authority	481-2166	Carol Renaud, Dir.; Hours: 9:30 am - 12:30 pm
Library	485-5031	Hours: 10:00-5:00 Mon-Sat; 7pm-9pm Tues-Wed-Thurs
Personnel Board	481-6138	William N. Davis, III, Chairman
Recreation Commission	481-5297	Carroll Harris, Director
Transfer Station	485-2511	Open 8:00 am - 6:00 pm Wednesday through Saturday
Tree Warden	485-3571	Brian C. Mauro
Water Department	485-1845	Donald A. Buzzell, Supt. Hours: 7:00 am - 3:30 pm
Welcome Wagon	881-6711	Bonnie Ziobro
Hot Lunch Program	485-5969	Call by 10:30 a.m. for next day's reservation
Youth Commission	481-5676	Ellen Piontek, Laurie Sugarman-Whittier, Co-Directors
Community House	485-9892	28 Main Street
Post Office	485-2669	Charles Aspesi, Postmaster
Street Lights Out	1-800-922-1132	
Citizen info.	1-800-392-6090	

SCHOOLS

Algonquin Regional High	485-7949	Carroll Paine, Principal, Northborough
Superintendent's Office	485-0452	Dennis DiSalvo, Superintendent, Northborough
Ass't Superintendents	485-0452	Perry Davis and Robert Melican, Northborough
Margaret Neary	481-2300	Kathleen Lengel, Principal, Southborough
Mary Finn	485-3176	Edward Valinsky, Principal, Southborough
Woodward	485-2400	P. Brent Trottier, Principal, Southborough
Assabet Valley Rev.Voc.	485-9430	David Tobin, Principal, Marlborough